

AGENDA

TOWN OF NARRAGANSETT

MEETING FEBRUARY 3, 2014

JAMES M. CALLAGHAN
COUNCIL PRESIDENT

SUSAN CICILLINE-BUONANNO
PRESIDENT PRO TEM

GLENNA M. HAGOPIAN
COUNCIL MEMBER

MATTHEW M. MANNIX
COUNCIL MEMBER

DOUGLAS E. MCLAUGHLIN
COUNCIL MEMBER



PAMLEA T. NOLAN
TOWN MANAGER

MARK A. MCSALLY, ESQ.
TOWN SOLICITOR

ANNE M. IRONS, CMC
TOWN CLERK

TOWN COUNCIL MEETINGS ARE SCHEDULED
ON THE FIRST AND THIRD MONDAYS OF THE MONTH
AT 7:30 P.M. AT THE TOWN HALL, 25 FIFTH AVENUE

GENERAL RULES AND PROCEDURES

FOR THE TOWN OF NARRAGANSETT

TOWN COUNCIL MEETINGS

I. WHO MAY SPEAK

Meetings of the Town Council are open to the public. Any resident who wishes to address the Council on any subject within the scope of the Council's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below:

A. SPEAKING ON AGENDA ITEMS

1. Consent Agenda Items. These are items which the Council does not need to discuss individually and are voted on as a group. Any Council Member who wishes to discuss any individual item from the Consent Agenda may request the Council president to pull such item from the Consent Agenda. Those items pulled will be discussed and voted upon individually.
2. Regular Agenda Items. These are items which the Council will discuss individually in the order listed on the Agenda. After the Council has discussed an item on the Agenda, the Council President will close the Council discussion and will inquire if any citizen wishes to be heard on the matter.

B. SPEAKING ON SUBJECTS NOT ON THE AGENDA

1. Any resident may address the Council on any item not on the Agenda during that period of time designated as **OPEN FORUM**.

II. ADDRESSING THE COUNCIL, MANNER, TIME

The length of time each individual may speak must be limited in the interest of order and conduct of the business at hand. Individuals are limited to three minutes speaking time. Such time may be extended at the discretion of the Council President. However, the OPEN FORUM portion of the Council meeting shall be limited to a total of thirty (30) minutes.

If there are any speakers who have not had an opportunity to be heard at the end of thirty (30) minutes, OPEN FORUM will be continued to the end of the Council meeting.

Citizens wishing to be heard shall raise their hands until acknowledged by the Council President. Once acknowledged, the citizens shall come forward, state their name and address and address the Council; please conduct yourself in an orderly and respectful fashion. The comments of citizens accessing this portion of our meeting are neither adopted nor endorsed by this body, but heard as requested. Anyone wishing to speak a second time on the same subject must receive permission from the Council President.



NARRAGANSETT TOWN COUNCIL REGULAR MEETING AGENDA

FEBRUARY 3, 2014

7:30 p.m.

Posted 01-31-14

Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882
(401) 789-1044

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

- January 21, 2014 Regular Meeting

ANNOUNCEMENTS/PRESENTATIONS:

A **PRESENTATION** from Sallie Latimer- Fundraising Update- Water Tower

OPEN FORUM: *Please conduct yourself in an orderly and respectful fashion. The comments of citizens accessing this portion of our meeting are neither adopted nor endorsed by this body, but heard as requested.*

PUBLIC HEARING/DECISION – 8:00 P.M.:

CONSENT AGENDA:

All items listed on the Consent Agenda are considered to be routine or have been previously reviewed by the Town Council, and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda

1. A **MOTION to APPROVE** a Miscellaneous License application for Meldgie's Diner-Point Judith, owner Mark Eldridge for a Victualing License, subject to local and state regulations.
2. A **MOTION to APPROVE** the purchase of accreditation software for the Police Department from Innovative Data Solutions, Inc. d/b/a PowerDMS, Inc., in the amount of \$8,415.00.
3. A **MOTION to APPROVE** the two contract extensions for Miscellaneous Repair and Construction; one for the Water Division and one for the Wastewater Division/Public Works Department for a one-year period with George Sherman Sand & Gravel Company, Inc. at their quoted prices, under the same terms and conditions as the previous year.

NARRAGANSETT TOWN COUNCIL

President

James M. Callaghan

President Pro Tem

Susan Cicilline-Buonanno

Members

Glenna M. Hagopian

Matthew M. Mannix

Douglas E. McLaughlin

Town Manager

Pamela T. Nolan

Town Clerk

Anne M. Irons, CMC

Town Solicitor

Mark A. McSally, Esq.

4. A MOTION to APPROVE the contract extension for Tee Shirts and Golf Shirts for the Parks and Recreation Department with Fusion Graphix, Inc., at their quoted bid prices for a one-year period, ending February 19, 2015.
5. A MOTION to APPROVE a one-year contract extension for the ClerkBase Retrieval System from ClerkBase, a division of CompBase, Inc., in the amount of \$5,190.00 and to authorize the Town Manager to sign the contract after review by the Town Solicitor.
6. A MOTION to AUTHORIZE the Town Manager to sign an Adopt-A-Spot agreement with the Middlebridge School for - Hazard Trail.

OLD BUSINESS:

7. A MOTION to RECEIVE an update of the proposed bike path.
8. A MOTION to ADOPT the amendment to the Appropriation Ordinance for FY 2013-14 to provide repairs and upgrade to the remote pump station.
9. A MOTION to ADOPT the amendment to the Appropriation Ordinance for FY 2013-14 to provide funding for the replacement of a new heating system in Town Hall.

NEW BUSINESS:

10. A MOTION to GRANT a revocable easement to Martha Murphy inuring to the benefit of Plat E, Lots 23 and 24.
11. A MOTION to GRANT PERMISSION to Henri and Elizabeth Cournoyer and Kettelle Building Movers to move an existing home over the streets of Narragansett from 33 Stanton Avenue to 7 Oak Avenue during the period of the month February, 2014, subject to local and state regulations.
12. A Motion to APPROVE the purchase of one new 2014 Ford Fusion from MHQ Municipal Vehicles, in the amount of \$21,286.00.
13. A MOTION to INTRODUCE, READ, PASS and ACCEPT as a First Reading an Amendment of the Zoning Ordinance, Section 6, TABLE OF USE REGULATIONS to provide that Use 5817 Expansion of legally nonconforming full service restaurant to allow sale of beer and wine only, be a use allowed by special use permit in the B-C waterfront business zone.
14. A MOTION to INTRODUCE, READ, PASS and ACCEPT as a First Reading An Ordinance in Amendment of Chapter 10, Article III of the Code of Ordinances of the Town of Narragansett, Rhode Island, entitled Traffic Control Devices.
15. A MOTION to APPOINT an individual to the Economic Development Committee for a Three year term which will expire on December 1, 2016.

REPORTS FROM TOWN MANAGER:

REPORTS FROM TOWN COUNCIL:

EXECUTIVE SESSION:

A MOTION to RETIRE to Executive Session at the end of the February 3, 2014 town council meeting as in accordance with 42-46-4 to discuss Personnel regarding James Legare in accordance with RI General Laws 42-46-5 (a) (1) and appoint Mark A. McSally, Town Solicitor as Clerk Pro Tem.

ADJOURNMENT:

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: January 30, 2014
Council Meeting Date: February 3, 2014

TO: Pamela T. Nolan, Town Manager

FROM: Anne M. Irons, CMC Town Clerk

SUBJECT: Approval of Town Council Minutes

RECOMMENDATION:

That the Town Council approve the minutes from the following meetings:

- January 21, 2014 Regular Meeting

SUMMARY:

Attached are minutes as in accordance to state law.

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ **RES. #** _____

LCON# _____ **LIC. #** _____

Action Date: _____

**NARRAGANSETT TOWN COUNCIL
REGULAR TOWN COUNCIL MEETING
JANUARY 21, 2014 MINUTES**

At a Regular Meeting of the Town Council of the Town of Narragansett held on
Tuesday, January 21, 2014 at 7:30 p.m., at the Narragansett Town Hall.

Present: James M. Callaghan, President,

Susan Cicilline-Buonanno, President Pro Tem

Glenna M. Hagopian, Member

Matthew M. Mannix, Member

Douglas E. McLaughlin, Member

Pamela T. Nolan Town Manager

Robert Donnelly, Assistant Town Solicitor

James M. Callaghan, President calls the meeting to order and leads those in attendance in
Pledging Allegiance to the Flag.

APPROVAL OF MINUTES:

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously
so voted to approve the minutes of the December 2, 2013 Work Session Meeting as
presented.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously
so voted to approve the minutes of the December 2, 2013 Regular Meeting as presented.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously
so voted to approve the minutes of the December 16, 2013 Work Session Meeting as
presented.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously
so voted to approve the minutes of the January 6, 2014 Work Session Meeting as
presented.

Douglas E. McLaughlin aye, Glenna Hagopian aye, Matthew M. Mannix aye,
James M. Callaghan aye

Matthew M. Mannix moved to amend, Susan Cicilline-Buonanno seconded and it is
unanimously so voted to that the minutes of the January 6, 2014 Regular Meeting be
amended that the vote on the motion to amend the Comprehensive Plan Amendment on
page 11 read that Matthew M. Mannix voted nay and James Callaghan voted yea.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously
so voted to approve the minutes of the January 6, 2014 Regular meeting as amended.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

PRESENTATION:

Fundraising update on the Water Tower at Earle's Court

Due to the inclement weather the presentation on the fundraising update on the Water Tower at Earle's Court is continued to next meeting.

Donald Goodrich- Finance Director

The council presented Donald Goodrich- Finance Director a proclamation after 3 years of service in the Finance Department.

OPEN FORUM:

Open Forum is now held and the following individuals address the Council, viz:

Stanley Wojciechowski thanked Donald Goodrich for his service as Finance Director and thanked everyone for the sympathy cards that were sent for his mother-in-law. He suggested that all new town employees that are hired in the future do not have a pension. He also said that for the upcoming contract negotiations the council should not approve any pensions. He commented a major change should be done.

REPORT ON DOG ORDINANCE

Police Chief F. Dean Hoxsie reported on the dog complaint that was brought to the town Council's attention at the January 6th Open Forum. He noted the Town's Dog Ordinance in Section 6.21 that a dog shall be impounded by the animal control officer. He also noted that he spoke with SPCA on some state statute. He noted that a solution has been

remedied that now a form will be signed by the person who agrees to keep a dog who has been found until the dog owners are notified of the lost dog. He suggested that the council may want to amend the ordinance to read “may” be impounded instead of “shall”.

CONSENT AGENDA

The consent agenda is voted on with one motion.

1. A MOTION to APPROVE a petition from Verizon Communications and the Narragansett Electric Company to relocate and replace one joint pole (P.5096) 22' southeasterly on Lake Worth Avenue.

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

2. A MOTION to APPROVE a Miscellaneous License application for Inspire Medical Spa and Wellness Center, Owners Pamela Perrotti and Jennifer Serafin for a Holiday License, subject to local and state regulations.

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

3. A MOTION to APPROVE a Class F Alcoholic Beverage License for the Narragansett Lions for a Spaghetti Supper Fundraiser on January 24, 2014 at the Community Center, subject to state and local regulations.

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

4. A MOTION to APPROVE a Class F Alcoholic Beverage License for the Friends
of the Towers for a Valentine's Dance at the Towers on February 14, 2014, subject
to state and local regulations.

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

5. A MOTION to APPROVE a Class F-1 Alcoholic Beverage License for the
Animal Rescue League of Southern Rhode Island for a Fundraiser at the Towers to
be held on Friday, February 21, 2014, subject to state and local regulations.

APPROVED (Mannix- Cicilline-Buonanno 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

6. A MOTION to APPROVE the contract extension for Unleaded Gasoline and Ultra
Low Sulfur Diesel Fuel from Santa Buckley Energy, Ltd., at their unit prices for a
one-year period.

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

- 7. A MOTION to REFER a request from Brian Van Couyghen for a waiver of the Sewer policy for Plat N-S, Lots 421 and 428 (45 Richard Smith Road) to the Sewer Policy Committee for review.**

REFERRED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

- 8. A MOTION to APPROVE to the list of Real Estate abatements in the amount of \$1,223.49.**

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

- 9. A MOTION to APPROVE to the purchase of Sergeant and Detective Sergeant written tests through Roger Williams University Justice Training in the amount of \$1500.00 per test for a total of \$3,000.00.**

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

- 10. A MOTION to APPROVE the annual software support contract agreement for the RecPro Recreation Management System from RC Systems, Inc., in the amount of \$3,500.00.**

APPROVED (Mannix-Cicilline-Buonanno 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

**11. A MOTION to APPROVE the annual renewal of Coastline EAP Services for 2014
in the amount of \$3,570.**

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

**12. A MOTION to APPROVE the purchase of 10,000 rounds of ammunition (for 5
police candidates) from AAA Police Supply, in the amount of \$4,620.00
(\$462.00/case).**

APPROVED (Cicilline-Buonanno-Hagopian 5/0)

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

**13. A MOTION to AWARD the bid for the Purchase of Two Beach Wheelchairs from
the lowest bidder, Garden State Medical Supply, in the amount of \$4,472.20.**

AWARDED

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

OLD BUSINESS:

14. ADOPT the amendments to the Appropriation Ordinance for FY 2013-14.

Amendments to the 2013-14 Major Maintenance and the Capital Fund - Appropriation Ordinance is necessary to provide funding for the following, said funds coming from funds remaining in the 2012-13 Major Maintenance and Capital Budget.

These purchases and projects were originally charged to FY 2012-13. However, since project costs and delivery of the public works vehicle will be made in FY 2013-14, accounting principles require that they be charged to FY 2013-14.

1. Comprehensive Plan of Development – balance of work to be done, \$14,016, Account 19.610.7513.
2. Comfort Station repairs, balance of work to be done, \$37,926, Account 19.710.7245.
3. Public Works Plow Truck - \$186,365. Account 20.730.7522.

Adoption of the amendments to the appropriation ordinance is recommended by the Finance Director.

Susan Cicilline-Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to ADOPT the amendments to the Appropriation Ordinance for FY 2013-14.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

TOWN OF NARRAGANSETT
CHAPTER 992

AN ORDINANCE OF THE TOWN OF NARRAGANSETT, PROVIDING THAT
CHAPTER 962 OF THE CODE OF ORDINANCES OF THE TOWN OF
NARRAGANSETT, RHODE ISLAND BE AMENDED BY THE ENACTMENT OF
AMENDMENTS TO THE BUDGET FOR THE TOWN OF NARRAGANSETT
FISCAL YEAR BEGINNING THE 1ST DAY OF JULY A. D. 2013 AND ENDING
THE 30TH DAY OF JUNE A. D. 2014.

It is ordained by the Town Council of the Town of Narragansett as follows:

SECTION 1. The following budget for the Town of Narragansett for the fiscal year of
said Town of Narragansett beginning July 1, 2013 is hereby enacted and adopted as
follows; and the following appropriations are hereby made in the amounts of money set
opposite the respective purpose for which the same are made.

MAJOR MAINTENANCE & NON-CAPITALIZED EXPENSES

REVENUES

Appropriated Reserve	\$162,000
Appropriation carry-over	\$926,942
General Fund Contribution	\$805,000
Total	\$1,893,942

EXPENDITURES

Information Technology	\$143,000
Police Department	\$102,000
Fire Department	\$43,000
Community Development	\$158,016

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Public Works - Facility Maintenance	\$237,926
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Public Works - Highway Maintenance	\$875,000
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Parks Maintenance & Improvements	\$335,000
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TOTAL EXPENDITURES	\$1,893,942
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CAPITAL IMPROVEMENTS FUND

REVENUES

Appropriated Reserve	\$220,000
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Appropriation carry-over	\$346,139
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Transfer from Maintenance Fund	\$363,985
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Bond Proceeds	\$475,000
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General Fund Contribution	\$487,326
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Total	\$1,892,450
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EXPENDITURES

Finance Department	\$15,000
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Police Department	\$419,000
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Fire Department	\$498,000
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Town Facilities	\$150,000
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Public Works - Highway Maintenance	\$745,450
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Parks Maintenance & Improvements	\$65,000
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TOTAL EXPENDITURES	\$1,892,450
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First Reading read in Town Council meeting legally assembled on the 6th day of January, 2014.

Second Reading read in Town Council meeting legally assembled on the 21st day of January. 2014.

ATTEST:

A handwritten signature in blue ink, appearing to read "Anne M. Irons".

Anne M. Irons, CMC Town Clerk

**15. RECEIVE AND PLACE ON FILE a status report on the progress of the
William C. O'Neill Bike Path.**

The Town Manager and Community Development Director have made inquiries to RIDOT for updates on their work toward completion of the advanced feasibility study they had previously committed to do. A recent discussion with RIDOT staff revealed that their consultant is nearing completion of the study and report. As stated at their October 31, 2013 meeting the RIDOT has incorporated several alternatives into the scope of work for this study. Due to the inclement weather the council agreed to continue the matter until the next meeting.

Matthew M. Mannix moved, Susan Cicilline-Buonanno seconded to RECEIVE and PLACE on FILE a status report on the progress of the William C. O'Neill Bike Path. A discussion is held on continuing the matter due to the inclement weather.

Resident Patrick Brady speaks.

Susan Cicilline-Buonanno moved, Matthew Mannix seconded and it is so voted to CONTINUE the MOTION to **RECEIVE AND PLACE ON FILE a status report on the progress of the William C. O'Neill Bike Path** to the next meeting.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian abstain, Matthew M. Mannix aye, James M. Callaghan aye

Resident Patrick Brady speaks.

NEW BUSINESS:

16. 125th Anniversary Banners- Resale

Sallie Latimer would like to take possession of and sell the used 125th Anniversary Banners and other used banners that are no longer being used by the Town of Narragansett as a fundraising opportunity for the Earles Court Water Tower Reconstruction Project. The Town of Narragansett has received numerous requests by residents to be able to purchase banners once they are removed. The Town will be removing the anniversary banners in early 2014 and replacing them with new regular banners. Once the banners have been removed, the Town stores them indefinitely and will most likely have no future use for them. The Town Manager is recommending allowing Sallie Latimer to sell the banners as a fundraising opportunity.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to authorize Sallie Latimer to take possession of and sell the used 125th Anniversary Banners and other used banners that the Town of Narragansett will no longer be using as a fundraising opportunity for the Earle's Court Water Tower Reconstruction Project

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

17. AWARD the bid for Tax Sale Title Search to the lowest bidder, Taft & McSally, LLP at their quoted bid prices for the 2014 tax sale.

This bid is for services to perform the necessary procedures as required by State Law for the 2014 tax sale. The costs include the title exam, collectors' deeds, auctioneers' fees to hold the tax sale, and postage for mailing the required notices. The request for bids was advertised in the Narragansett Times, solicited and posted on the Town of Narragansett and State Purchasing Division websites. Six vendors were solicited and three responded. These fees are associated with the tax sale and will be borne by the property owners. It was noted that Mark McSally, Town Solicitor was not associated with the law firm of Taft & McSally.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to AWARD the bid for Tax Sale Title Search to the lowest bidder, Taft & McSally, LLP at their quoted bid prices for the 2014 tax sale.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

**18. INTRODUCE, READ and ACCEPT the amendment to the Appropriation
Ordinance for FY 2013-14.**

Amendments to the 2013-14 Wastewater Fund is necessary to provide funding for repairs to pumping stations. Funding will come from unrestricted net assets in the Wastewater Fund.

1. Remote Pump Station Repairs and Upgrades, \$500,000, account 32.752.0628. 19.610.7513. Adoption of the amendment to the appropriation ordinance is recommended by the Finance Director.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to INTRODUCE, READ and ACCEPT as a first reading the amendment to the Appropriation Ordinance for FY 2013-14 to provide repairs and upgrade to the remote pump station.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye, James M. Callaghan aye

**19. INTRODUCE, READ and ACCEPT as a first reading the amendment
to the Appropriation Ordinance for FY 2013-14 to provide funding for the
replacement of a new heating system in Town Hall.**

The Council recently approved the installation of a new heating system in the Town Hall. The 2013-14 Budget had appropriated \$150,000 for the project.

Bids came in at \$195,791. Therefore the project needs to have an amendment to the appropriation of \$45,791.

1. Town Facilities, HVAC Systems - \$150,000 to \$195,791, an increase of \$45,791 - account 19.710.7011.

There are sufficient unallocated funds in the Capital Improvement Fund to meet this appropriation. Adoption of the amendment to the Capital Improvement Fund appropriation ordinance is recommended by the Finance Director.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to INTRODUCE, READ and ACCEPT as a first reading the amendment to the Appropriation Ordinance for FY 2013-14 to provide funding for the replacement of a new heating system in Town Hall.

Residents Bill Gardiner and Stanley Wojciechowski speak.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

20. MOTION to WAIVE the bidding process and APPROVE the purchase of new Financial Software from the current software vendor, Tyler Technologies, enabling the Town to migrate from their UNIFUND product to their MUNIS product in the amount of \$101,819.

The Finance Director is requesting that the Town Council approve the purchase of new Financial Software to include accounting, payroll, accounts receivable and accounts payable, budgeting and human resources from the current software vendor, Tyler

Technologies, enabling the Town to migrate from their UNIFUND product to their MUNIS product, and that Council waive the bidding requirements as the same firm will be providing the Town with computer software – but on a different platform. The estimated cost to make this change is \$101,819 composed of \$41,400 in one time fees and \$60,419 annual service fees. The company has guaranteed no increase in annual fees for 7 years. There are funds in the Information Technology Operating and Major Maintenance Budgets that can be allocated to this project. Actual expenditures will depend on the transition timetable and since total implementation, training and transition may take in excess of six months, some of the funds may be expended in fiscal 2014-15. Tyler MUNIS SaaS (Software as a Service) Services financial software will replace the current UNIFUND financial software. Since both software systems are owned by the same company the port (transfer) of data to the new system will be as seamless as possible. The new system will also allow access to all information that was in the UNIFUND system – going back several years. The current software has presented many challenges since implementation. These challenges have affected the proper day to day operations of the Finance Department and have become critical as they cannot be resolved with the current software.

The current software lacks the following:

1. Unable to calculate blended payroll – overtime and regular weekly pay – as payroll must be manually created into a spreadsheet and then reentered into the payroll system by each department clerk. This creates duplicate efforts as well as potentially creating a margin of error.

2. Merges the data for year-end employee tax forms – must be manually split into W-2's and 1099R's prior to printing.
3. Mandated state reporting requires manual adjustment for accuracy prior to electronic submission.
4. Lack of financial reporting with no availability of a reports library.
5. In order to prepare data for the audit, financial information must be exported to an Excel spreadsheet and reports then created. No direct system of report preparation.
6. Budget preparation module is cumbersome and in fact is not used – as it provides no navigation path and there is an inability to save reports without re-entering parameters each time a report is prepared.
7. Login requirements cause frequent “lock-outs” for users.
8. The Finance Director cannot obtain budget reports that contain a total of expenditures for each fund. The data must be exported to Excel in order to obtain expense totals.

The implementation of the Tyler MUNIS software will address and rectify all of the concerns listed above. The change will provide the Finance department with a software provider that is one of the leading vendors of municipal government software. MUNIS software is utilized by 9 Rhode Island municipal governments, including North Kingstown and South Kingstown who made the transition to MUNIS last year.

They have 90 clients in Connecticut, over 200 in Massachusetts and over 1,400 in the United States.

Highlights of the software include:

1. Decentralized payroll that includes proper and efficient one time entry.
2. A seamless Human Resources module that works in conjunction with payroll.
3. Is able to satisfy all state and federal reporting requirements.
4. Will greatly improve the preparation of reports for audit purposes.
5. Provides access to an extensive reports library.
6. Provides a knowledge base covering all levels of learning. Facilitates training of new employees.
7. Has a fully integrated budget management system, including history, tracking of data and past performance.
8. Gives a custom dashboard based on the role of the user.
9. Has an optional GASB 34 (Governmental Accounting Standards Board) report writer (infrastructure reporting and depreciation accounting) – severely inadequate in the current software.
10. Provides a process of building reports for the preparation of the CAFR (Comprehensive Annual Financial Report) which will make it easier to ensure compliance with the December 31st deadline for the submission of the Audit to State and Federal agencies.

11. MUNIS will host all information thus negating the need to purchase new computer hardware or new licenses.
12. The software will secure access with VPN (Virtual Private Network) encryption – extremely secure connection.
13. There will be a full disaster recovery service, including backup and storage of all data, systems and image files, in a secure off-site location.
14. There will be a dedicated MUNIS software support service.
15. Provides free education sessions, on line, live and webinars.
16. The new software will be fully compatible with current OPAL revenue software which covers the following:
 - a. Revenue collection
 - b. Tax assessing, preparation of the grand list, updating of property values, street card data, property descriptions
 - c. Utility billings – Water and Wastewater – including assessment billings.
 - d. Building inspection functions, permitting, inspections, etc.
 - e. Rental registration - billings and collections
 - f. The Vision CAMA program, ie. Computer Assisted Mass Appraisal

Approval by the Council to migrate from UNIFUND to the MUNIS accounting software system is recommended by the Finance Director.

Susan Cicilline-Buonanno moved, Glenna M. Hagopian seconded and it is unanimously so voted to WAIVE the bidding process and APPROVE the purchase of new Financial Software from the current software vendor, Tyler Technologies, enabling the Town to migrate from their UNIFUND product to their MUNIS product in the amount of \$101,819.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

Pamela T. Nolan, Town Manager summarizes the purchase of the software as well as Donald Goodrich, Finance Director

Councilmember Hagopian notes the numerous problems the town has gone through the past few years with the current software.

Resident Bill Gardiner speaks

PUBLIC HEARING:

Petition to Amend the Zoning Ordinance. Section 6, TABLE OF USE

REGULATIONS to provide that Use 5817 Expansion of legally nonconforming full service restaurant to allow sale of beer and wine only is a use allowed by special use permit in the B-C waterfront business zone.

James M. Callaghan, President, recused himself from the matter as he is an attorney for process for Monahan's Holdings.

Susan Cicilline-Buonanno, President Pro Tem conducted the public hearing at this time.

Matthew M. Mannix moved, Glenna M. Hagopian seconded and it is so voted to OPEN the PUBLIC HEARING.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye,

Donald J. Packer, Attorney for the Petitioner, Monahan Holdings LLC addresses the council on the zone change. He explains that it was not a public hearing on a liquor license application but an amendment to the use code 5817 in order to obtain a special use permit to get a liquor license. He explained that zones of Industrial A, R80 and BC which is Monahan's zone, are zones that are not allowed to get a special use permit for a liquor license. He noted that there wasn't anything in the Comprehensive Plan that indicated that there was a reason for that exclusion. He noted that the amendment if passed would allow a special use permit be given to nonconforming restaurants in a BC Zone to apply to the Zoning Board to obtain a special use permit to serve beer and wine only. Mr. Packer noted that it would be consistent with all of the other nonconforming restaurants in town and all of the other zones in town. He again noted that it was not a public hearing on a liquor license for Monahan's Clam Shack. He noted that if it was passed they would apply to the Zoning Board which would be vetted before the Planning Board and then before the council for a public hearing on the liquor license.

Mr. Packer commented that what they were looking for was that the Council give any business in a BC Zone, nonconforming the same rights that any business in any other zone in town except R80 and Industrial A and Public. He advised the Planning Board did

recommend the amendment with conditions however he believed the conditions were misplaced for this application because they were only asking for a wording change and not asking that the businesses in the BC have these limitations placed on them now. He noted that when the application goes further in the process before all the boards would be the appropriate time for the conditions, restrictions or limitations be placed on the applicant. He said all they were asking for was to take the chart in Section 5817 and change the “x” (Prohibited) to an “s” (Special Use Permit).

Matthew Combs is sworn in and testifies before the council.

The Town Council members discuss the property of Monahan’s Clam Shack and the proposed amendment to the Use Code.

Opponents and Proponents are called and the following are sworn in and speak:

Stanley Wojciechowski

There were no further questions or comments.

Glenna M. Hagopian moved, Matthew M. Mannix seconded and it is so voted to CLOSE the Public Hearing.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye

Douglas E. McLaughlin moved, Glenna M. Hagopian seconded and it is so voted to APPROVE the petition to amend the Zoning Ordinance. Section 6, TABLE OF USE REGULATIONS to provide that Use 5817 Expansion of legally nonconforming full service restaurant to allow sale of beer and wine only is a use allowed by special use permit in the B-C waterfront business zone.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye,
Matthew M. Mannix aye,

PLEASE SEE STENOGRAPHER TRANSCRIPT FOR MORE DETAILS

James M. Callaghan now presides over the meeting.

**21. APPROVE not to renew the one year leases that terminate on April 30, 2014
for Michael Prinitz of 95D Middlebridge Road and Brian S. Leopold of 95C
Middlebridge Road and to set policy that no other residential housing will be
offered at the Middlebridge Road property other than the caretaker's
residence located at 95E Middlebridge Road.**

The Town Council needs to approve not to renew the one year leases that terminate on April 30, 2014 for Michael Prinitz of 95D Middlebridge Road and Brian S. Leopold of 95C Middlebridge Road and to set policy that no other residential housing will be offered at the Middlebridge Road property other than the caretaker's residence located at 95E Middlebridge Road. Management, policy and financial issues were presented by the Town Manager and addressed at the January 6, 2014 Town Council Work Shop for the Middlebridge Property. Consensus was reached not to offer residential housing to the two remaining tenants Mike Prinitz of 95D and Brian Leopold of 95C after their leases expire on April 30, 2013. All other residential tenants [4] that were present on the property when the Town purchased Middlebridge have since moved out.

Susan Cicilline-Buonanno moved, Douglas E. McLaughlin seconded to APPROVE not to renew the one year leases that terminate on April 30, 2014 for Michael Printz of 95D Middlebridge Road and Brian S. Leopold of 95C Middlebridge Road and to set policy that no other residential housing will be offered at the Middlebridge Road property other than the caretaker's residence located at 95E Middlebridge Road.

Brian S. Leopold tenant of the property addresses the council stating he was not a liability to the town and has lived on the river for 25 years and raised a family in the area. He also commented that Michael Printz also was not a liability and asked the council for another year on the lease at the property on Middlebridge Road for both of them.

The council discusses liability to the town, investing further monies into the property and terminating the leases and lawsuits. It was noted the two tenants are not the liability it is the liability in general of the property to the town and the income is not justifiable.

Pamela T. Nolan, Town Manager noted that it is totally a business perspective and the town should not be in the rental business and it is difficult when people are involved. If the council wants to extend the lease it is up to the council. She suggested waiting until Steve Wright, Director of Parks and Recreation is back from vacation and she would like to review the properties to view the condition of the rental properties. Susan Cicilline-Buonanno believed the council should review the properties.

James Callaghan asked for a motion to continue the matter until Mr. Wright is able to attend.

Susan Cicilline-Buonanno moved, Matthew M. Mannix seconded and it is unanimously so voted to continue the matter.

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian aye, Matthew M. Mannix aye, James M. Callaghan aye

22. AUTHORIZE the EDC to continue investigating and studying the possibilities of having a skating rink in the town of Narragansett.

Matthew M. Mannix moved, Susan Cicilline-Buonanno seconded and it is so voted to AUTHORIZE the EDC to continue investigating and studying the possibilities of having a skating rink in the town of Narragansett.

Susan Cicilline-Buonanno addresses the council on placing the matter on the Economic Development Committee agenda's to investigate the possibility of an ice rink in town.

Resident Stanley Wojciechowski speaks on the matter.

Chris Laccinole, Chair of the Committee addresses the council on the matter and notes they would be happy to investigate the matter and bring options back to the council

Douglas E. McLaughlin aye, Susan Cicilline-Buonanno aye, Glenna Hagopian abstain, Matthew M. Mannix aye, James M. Callaghan aye

ADJOURNMENT:

The meeting adjourns at 8:40 p. m.

ATTEST:

A handwritten signature in blue ink that reads "Anne M. Irons".

Anne M. Irons, CMC
Council Clerk

MINUTES ACCEPTED AS
PRESENTED/AMENDED

Anne M. Irons, CMC
Council Clerk

A digital format is made a part of the record for a complete account of the council meeting. <https://www.youtube.com/channel/UCaXrjLKjolyaFtqVXBLwEfg>

**Statement of Conflict of Interest
pursuant to R.I. Gen. Laws § 36-14-6**

I JAMES CALLAGHAN, holding the position of
NARRAGANSETT TOWN COUNCIL PRESIDENT, hereby under oath depose and say:
(job title or appointed/elected position and name of board/commission/agency/department)

1. A matter involving MONAHAN'S HOLDINGS LLC
is presently before THE NARRAGANSETT TOWN COUNCIL
(name of board/commission/agency/department)

2. I have the following interest in the matter noted in paragraph 1 above:
MY LAW FIRM IS THE AGENT FOR
SERVICE OF PROCESS FOR MONAHAN'S HOLDINGS LLC

3. [Please select one of the following]:

☒ A. In compliance with R.I. Gen. Laws § 36-14-6(1), I hereby recuse from participating in the discussion of or taking official action relating to said matter. (This does not prohibit participation as a member of the public in an open meeting, pursuant to Commission Regulation 7003.)

☐ B. In compliance with R.I. Gen. Laws § 36-14-6(1), I hereby state that despite the interest described above, I believe I am able to participate fairly, objectively and in the public interest regarding said matter for the following reasons:

Signed under the penalties of perjury this 21 day of January, 2014.


Signature

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____

Amend No. _____

Date Prepared: January 14, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager

FROM: Michael DeLuca, Community Development Director

SUBJECT: Earles Court Water Tower – Status report

RECOMMENDATION:

That the Town Council hears a presentation from Mrs. Sallie Latimer on the status of fundraising and design for the reconstruction of the Earles Court Water Tower.

SUMMARY:

In January, 2013, the Town Council issued a resolution authorizing Mrs. Sallie Latimer, a local historian, to pursue fundraising and design work for the Water Tower which once adorned the top of the stone column on Earles Court to be reconstructed. Since that time Mrs. Latimer has accomplished many tasks to bring this project forward.

Tonight she will present a synopsis of the first year of her work and that of several volunteers.

ATTACHMENT:

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ **RES. #** _____

LCON# _____ **LIC. #** _____

Action Date: _____

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 01
Amend No. _____

Date Prepared: January 27, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager
FROM: Anne M. Irons, CMC - Town Clerk
SUBJECT: Miscellaneous License- Meldgie's Diner-Pt Judith –
120 Knowles Way Extension Narragansett RI

RECOMMENDATION:

That the Town Council approve a Miscellaneous License application for Meldgie's Diner-Point Judith, owner Mark Eldridge for a Victualing License, subject to local and state regulations.

SUMMARY:

Mark Eldridge is in the process of opening at diner at the former Lighthouse Diner on Knowles Way Extension. A Victualing license is required under town ordinances to serve food. The license fee is \$50.00. Such licenses must be annually applied for and approved by the Town Council.

ATTACHMENT:

1. Application

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

FORMERLY THE OLDE
LIGHTHOUSE DINER

TOWN CLERK'S OFFICE
Town Hall
25 Fifth Avenue
Narragansett, R.I. 02882

14 JAN 16 AM 9:44

Town of Narragansett
MISCELLANEOUS LICENSE APPLICATION

Meldgie's Diner - Point Judith
Trade name
120 Knowles Way Extension
Company address (line 1)
NARRAGANSETT, RI 02882
Company address (line 2)
Company telephone #

MARK Eldridge
Owner's name
4 WYNOLIFF DRIVE
Mailing address (line 1)
SAUNDERSTOWN, RI 02874
Mailing address (line 2)
401-295-8841 / 401-529-4716
Owner's telephone #

Enter: Plat Lot(s)#

TYPE(S) OF LICENSE:

VICTUALING

FEE:

\$ 50.00

\$

\$

Signature:



Date:

1-16-14

ANSWER ONLY IF APPLICABLE:

Food Dispenser/Victualer

Type of Operation:

Breakfast + Lunch Diner

Food Source(s):

DISTRIBUTOR -

ALL AMERICAN CITYLINE PERKINS

TAKE RITE

Seating capacity:

65

of dining rooms:

1

of kitchens:

1

of meals served daily:

50

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 02 _____
Amend No. _____

Date Prepared: January 15, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager
FROM: Dean Hoxsie, Police Chief
PREPARED BY: Susan W. Gallagher, Purchasing Agent
SUBJECT: Purchase of Accreditation Software

RECOMMENDATION:

That the Town Council approves the purchase of accreditation software for the Police Department from Innovative Data Solutions, Inc. d/b/a PowerDMS, Inc., in the amount of \$8,415.00.

SUMMARY:

Police organizations are increasingly held accountable to different levels of standards from federal and state regulations to state accrediting bodies. Complying with these demands requires ever expanding expenditures of time, money and resources. As a result, command staff and support personnel struggle to deliver expected performance. Leaders and administrators don't have user friendly compliance and policy operational tools to aid in complaint. As a result, there is a high level of manual effort spent on document management and control, leading to errors and inaccurate information all of which opens the door to a high level of risk and liability.

This is a challenge faced by all police organizations and in response the Rhode Island Police Accreditation Commission has taken a leadership role by endorsing a unique product in Power DMS software. This product is an operational tool that provides a method for early identification of risk and proving compliance, and as a collaboration tool that includes all stakeholders for visibility and approvals. It is also a system for employee accountability through custom training, testing and credentialing as another step to assure adherence to policies.

This product has features for document lifecycle management to include: drafting, publishing and archiving policies. It will capture electronic signatures to document receipt of policies. It allows for side-by side comparisons of archived and revised

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

policies. The product has operational management functions to custom training courses and for employee testing. It provides proof of compliance for accreditation management and improves task management through scheduling, alerts and reminders.

Funding is available in the Frank L Robinson Revocable Trust Account, 40-885-0357, Special Programs.

ATTACHMENTS:

1. Quotation from Power DMS, Inc.

Prepared For
Name SEAN CORRIGAN
Email scorrigan@narragansett.ri.gov
Phone (401) 789-1091
Address 25 Fifth Ave
Narragansett, RI, 02882

Billing Information
Name Narragansett Police Department
Phone (401) 789-1091
Address 25 Fifth Ave
Narragansett, RI, 02882

Subscriptions	Name	Price	Quantity	Discount*	Price
	Annual PowerDMS.com hosted subscription fee for up to 50 licenses <i>Up To 50 Licensed Users</i>	\$3,000.00	1		\$3,000.00
	PowerDMS.com STANDARDS Annual Subscription <i>Three (3) Year PowerStandards Subscription with the Multi-year 30% Discount Applied</i>	\$1,150.00	3	\$1,035.00	\$2,415.00
	Subscriptions Subtotal				USD \$5,415.00
	Additional Subscription Information: Subscription Start Date - Subscription period shall start upon execution of the quote sheet by the subscriber. Subscription Billing Frequency - Subscription fees shall be invoiced annually with the first invoice being issuable upon acceptance of the Order Form by PowerDMS. All subscription fees are expected to be paid in advance of the subscription period specified in the invoice.				

Services	Name	Price	Quantity	Price
	PowerDMS.com - First year onboarding and hosted site creation for up to 50 licenses	\$1,000.00	1	\$1,000.00
	Super Launch	\$2,000.00	1	\$2,000.00
	Services Subtotal			USD \$3,000.00
	Additional Services Information: Services fees shall be invoiced and payable in full upon acceptance of the Order Form by PowerDMS.			

Order Form Total	\$9,450.00 - \$1,035.00* = \$8,415.00
-------------------------	--

Billing Terms: All invoices issued hereunder are **due upon receipt**. Unpaid invoices are subject to a late payment charge of 1.5% per month on any outstanding balance or the maximum permitted by law, whichever is lower, plus all reasonable expenses and fees of collection. All amounts payable hereunder are exclusive of any sales, use and other taxes or duties, however designated. All payment obligations are non-cancellable, and all fees paid are non-refundable.

Terms & Conditions: Payment of all fees set forth in this Quotation Sheet for the Services and Software provided by PowerDMS shall be made at the time of execution of the Software as a Service Agreement. Subscription Acceptance: The signature of the undersigned below as the authorized representative of Licensee shall constitute Licensee's binding acceptance of a subscription for the products/services offered by PowerDMS to Licensee as set forth in the above order form and subject at all times to the terms, conditions and provision of PowerDMS's Software as a Service Agreement ("SaaS") set forth at PowerDMS website <http://www.powerdms.com/service-agreement.aspx> which terms, conditions and provisions are incorporated herein by reference, to which Licensee hereby agrees to be bound, and which shall govern the rights and liabilities of the parties hereto. The Effective Date (as defined in the online terms and conditions of this Enterprise Service Agreement) shall be the date set forth below.

Authorized Signature: _____	Date: _____
Print Name: _____	PO#: _____

Product Descriptions

Subscriptions	Name	Description
	Annual PowerDMS.com hosted subscription fee for up to 50 licenses	Annual PowerDMS.com hosted subscription fee for up to 50 licenses
	PowerDMS.com STANDARDS Annual Subscription	Attach proofs to show compliance with each industry standard/assign assessment tasks to coworkers/track revisions made to standards manuals and attachment proofs/status-based grading.
Services	Name	Description
	PowerDMS.com - First year onboarding and hosted site creation for up to 50 licenses	PowerDMS.com - First year onboarding and hosted site creation for up to 50 licenses
	Super Launch	15 hours of Professional Services which include: - Discovery of process and Key Personnel - Design and Data Entry * Complete site set up * Code table set up * Security design * User Import * HTML template creation and load - Personalized remote training not to exceed four hours

PowerDMS™ Product Description/Sole Source Letter

PowerDMS™ Suite (inclusive of POLICY, STANDARDS, TEST, SURVEY and TRAINING) provides an all-inclusive solution for the electronic maintenance and administration of policies, certification and other document-based elements. Administrators can distribute policies, train personnel, and manage the holistic accreditation process, as well as testing and surveying.

PowerDMS™ POLICY incorporates electronic documents with a SQL database. Existing electronic documents can easily be uploaded and distributed through POLICY in the following file formats: PDF, Word, PowerPoint, and HTML. When an employee logs in, they have instant access to policies from a web browser. Once they review and understand a new or revised policy, upon completion, they are prompted for their user name and password to create their electronic "signature" which is then stored in the database. Additionally, documents can easily be authored and sent through an intelligent workflow process to involve necessary personnel in the approval process.

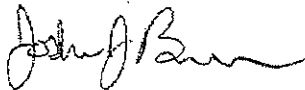
PowerDMS™ STANDARDS provides an intelligent approach to the accreditation-management process. Standards manuals can be imported, created, or subscribed to, and furthermore maintained and distributed virtually. Corresponding standards-assessment tasks can be assigned to participants, allowing teams to work together and split the standards-compliance workload to keep progress on track. File cabinets can be eliminated once and for all with electronic file-building and integration with PowerDMS™ POLICY, by seamlessly highlighting relevant sections of a document, and receiving alerts on updated POLICY documents used as proofs. Additional innovative features include version tracking and remote review capabilities to help further simplify the accreditation process. PowerDMS is the only CALEA-approved vendor solution for electronic accreditation file building and paperless assessments.

PowerDMS™ TRAINING allows training coordinators to create and track certifications and licensure of its employees. Through customizable courses, online training can also be used to eliminate in-class instruction, allowing for efficient and effective training management. The ability to embed policies, customized tests, surveys, and all variations of media make this module versatile and robust.

This product is unique due to its seamless integration, in application, as well as with the unique processes of accreditation by that of the Florida Commission on Accreditation (all programs), CALEA (all programs) and the Commission on Accreditation for Rehabilitation Facilities (select programs), to name a few. Unlike competitive platforms PowerDMS™ integrates to provide proprietary linking between industry standards manuals and the documentation residing in the organizations PowerDMS™ System. Furthermore, in application connectivity exists between the parent modules of POLICY, TRAINING and STANDARDS unlike that of any other competitive solution offering.

Our products are a need-based line of software developed by Innovative Data Solutions, Inc. specifically to meet the challenges of policy management, training, and the challenges of obtaining and maintaining accreditation standards in a variety of industries. PowerDMS™ Suite is the only integrated product of its kind on the market today. We own the development code for these products and Innovative Data Solutions, Inc. is the sole distributor of the PowerDMS™ Suite line.

Best regards,



Joshua J. Brown
President and Chief Executive Officer

January 1, 2012

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 03

Amend No. _____

Date Prepared: January 23, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager

FROM: Susan W. Gallagher, Purchasing Agent

SUBJECT: Contract Extensions (2) – Miscellaneous Repair & Construction for the Water Division as well as the Wastewater Division/Public Works Department

RECOMMENDATION:

That the Town Council approves the two contract extensions for Miscellaneous Repair and Construction; one for the Water Division and one for the Wastewater Division/Public Works Department for a one-year period with George Sherman Sand & Gravel Company, Inc. at their quoted prices, under the same terms and conditions as the previous year.

SUMMARY:

This miscellaneous repair contracts are used by the Water Division, Wastewater Division and Public Works Department for emergency and programmed utility, road, and site work projects. These contracts include rates for labor, equipment use, and materials. George Sherman Sand & Gravel Company, Inc. has held this contract for many years, and the departments are satisfied with their pricing and performance. The extension period for both contracts is: January 1, 2014 – December 31, 2014.

Town Council awarded the original bid(s) on December 3, 2012. At the time of the solicitation, George Sherman was the only bidder to respond.

Funding is available in the appropriate Water, Wastewater, or Public Works Department operating or capital projects account.

ATTACHMENTS:

1. The January 14, 2014 letter of extension, signed by vendor
2. Spreadsheet showing the original bid results; B13010 (Water Div.)
3. Spreadsheet showing the original bid results; B13011 (Wastewater/P.Works).

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

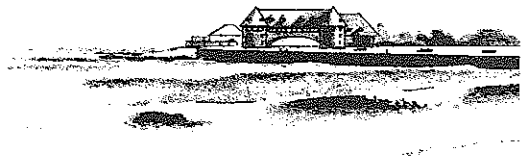
☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____

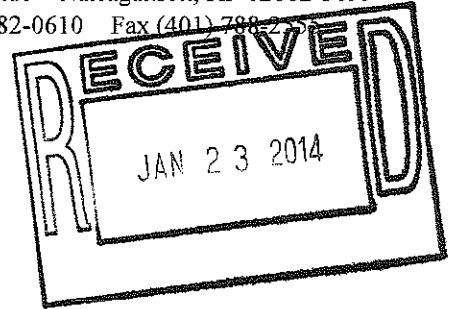
LCON# _____ LIC. # _____

Action Date: _____



Town of Narragansett

Finance Department • 25 Fifth Avenue • Narragansett, RI 02882-3699
Tel. (401) 782-0644 TDD (401) 782-0610 Fax (401) 788-2255



January 14, 2014

George Sherman Sand & Gravel Co., Inc.
881 Curtis Corner Road
Wakefield, RI 02879

ATTN: Deborah Sherman Quigley, President

Re: Bid – Miscellaneous Repair & Construction for Water and Wastewater/Public Works (2)

Dear Deb,

The Narragansett Town Council awarded the reference bids to your company on December 3, 2012 for the period ending December 31, 2013. Within the contract documents, there is a provision to extend the contract time annually, at no change in the bid prices or the contract terms. This extension requires both your agreement and ours.

The Town of Narragansett would like to extend both of these contracts for Miscellaneous Repair & Construction for the period January 1, 2014 through December 31, 2014, pending Town Council approval and receipt of your Certificate of Liability Insurance (expired 7/13). If you are in agreement with these extensions at the current bid prices, please sign below as indicated. If you are not interested in these extensions, please indicate below as well. After you have indicated your preference, please return this signed letter to me. Thank you for your cooperation in this matter.

Sincerely,

Susan W. Gallagher
Purchasing Agent

SG/L14006

(Company Name)

hereby **agrees** to extensions of the contracts for the period through December 31, 2014.

(Signature and Date)

1-16-14

Or

(Company Name)

hereby **declines** extensions of the contracts for the period through December 31, 2014.

(Signature and Date)

Town of Narragansett, RI				
Miscellaneous Repair and Construction: Water System, B13010				
Water Div/Engineering Department				
Bid Opening - Wednesday, November 7, 2012 - 10:30 am				
Item	Estimated	Vendor 1	Vendor 1	
	Quantity	George Sherman Sand		
		& Gravel Co., Inc.		
		Unit Cost	Exten. Cost	
1. Construction Labor:		-----		
1A. Laborer	100 Mhrs	\$40.00	\$4,000.00	
1B. Foreman	100 Mhrs	\$100.00	\$10,000.00	
1C. Equipment Operator	100 Mhrs	\$65.00	\$6,500.00	
1D. Truck Driver	100 Mhrs	\$65.00	\$6,500.00	
1E. Certified Flagger	100 Mhrs	\$55.00	\$5,500.00	
<i>Subtotal:</i>			\$32,500.00	
2. Construction Materials:		-----		
2A. 3/4" crushed stone	200 Cy	\$25.00	\$5,000.00	
2B. Common borrow	500 Cy	\$10.00	\$5,000.00	
2C. Bank run gravel	500 Cy	\$10.00	\$5,000.00	
2D. Processed gravel	500 Cy	\$18.00	\$9,000.00	
2E. Screened loam 4"	100 Sy	\$5.00	\$500.00	
2F. Temp. asphalt patch	300 Sy	\$20.00	\$6,000.00	
2G. Perm. Asphalt patch	300 Sy	\$30.00	\$9,000.00	
2H. Batch-mixed concrete	50 Cy	\$100.00	\$5,000.00	
<i>Subtotal:</i>			\$44,500.00	
3. Construction Equipment:		-----		
3A. Backhoe/loader	100 Hrs	\$35.00	\$3,500.00	
3B. Excavator	100 Hrs	\$85.00	\$8,500.00	
3C. Dump Truck	100 Hrs	\$30.00	\$3,000.00	
3D. Pick-up truck	100 Hrs	\$0.00	\$0.00	
3E. Utility truck	100 Hrs	\$10.00	\$1,000.00	
3F. Air compressor	100 Hrs	\$25.00	\$2,500.00	
3G. Pipeline Tapping	100 Hrs	\$0.00	\$0.00	
3H. Pavement saw	100 Lf	\$1.50	\$150.00	
<i>Subtotal:</i>			\$18,650.00	
Total: Items 1 - 3			\$95,650.00	
4. % markup for outside	%		10%	
contracted services				
B13010/SG				

Town of Narragansett, RI				
Miscellaneous Repair and Construction: WW and General PW Systems, B13011				
WW Div/Engineering Department				
Bid Opening - Wednesday, November 7, 2012 - 11:30 am				
Item	Estimated Quantity	Vendor 1 George Sherman Sand & Gravel Co., Inc. Unit Cost	Vendor 1 Exten. Cost	
1. Construction Labor:		-----		
1A. Laborer	100 Mhrs	\$40.00	\$4,000.00	
1B. Foreman	100 Mhrs	\$100.00	\$10,000.00	
1C. Equipment Operator	100 Mhrs	\$65.00	\$6,500.00	
1D. Truck Driver	100 Mhrs	\$65.00	\$6,500.00	
1E. Certified Flagger	100 Mhrs	\$55.00	\$5,500.00	
<i>Subtotal:</i>			\$32,500.00	
2. Construction Materials:		-----		
2A. 3/4" crushed stone	200 Cy	\$25.00	\$5,000.00	
2B. Common borrow	500 Cy	\$10.00	\$5,000.00	
2C. Bank run gravel	500 Cy	\$10.00	\$5,000.00	
2D. Processed gravel	500 Cy	\$18.00	\$9,000.00	
2E. Screened loam 4"	100 Sy	\$5.00	\$500.00	
2F. Temp. asphalt patch	300 Sy	\$20.00	\$6,000.00	
2G. Perm. Asphalt patch	300 Sy	\$30.00	\$9,000.00	
2H. Batch-mixed concrete	50 Cy	\$100.00	\$5,000.00	
<i>Subtotal:</i>			\$44,500.00	
3. Construction Equipment:		-----		
3A. Backhoe/loader	100 Hrs	\$35.00	\$3,500.00	
3B. Excavator	100 Hrs	\$85.00	\$8,500.00	
3C. Dump Truck	100 Hrs	\$30.00	\$3,000.00	
3D. Pick-up truck	100 Hrs	\$0.00	\$0.00	
3E. Utility truck	100 Hrs	\$10.00	\$1,000.00	
3F. Air compressor	100 Hrs	\$25.00	\$2,500.00	
3G. 6" Trash pump	100 Hrs	\$50.00	\$5,000.00	
3H. Pavement saw	100 Lf	\$1.50	\$150.00	
<i>Subtotal:</i>			\$23,650.00	
Total: Items 1 - 3			\$100,650.00	
4. % markup for outside contracted services	%		10.00%	
B13011/SG				

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 04
Amend No. _____

Date Prepared: January 14, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager

FROM: Susan W. Gallagher, Purchasing Agent

SUBJECT: Contract Extension for Tee Shirts and Golf Shirts for the Parks and Recreation Department

RECOMMENDATION:

That the Town Council approves the contract extension for "Tee Shirts and Golf Shirts for the Parks and Recreation Department" with Fusion Graphix, Inc., at their quoted bid prices for a one-year period, ending February 19, 2015.

SUMMARY:

This bid is for the purchase of various tee shirts, tank shirts and golf shirts to be ordered as needed by the Parks, Recreation and Beach Departments for various uniforms, events, sports teams, and programs. The purpose of this bid is for the Town to realize savings from having pre-set prices for larger quantities of shirts, rather than ordering them separately for each event or program. The time period of this one-year extension is: February 20, 2014 – February 19, 2015.

Town Council awarded the original bid on February 19, 2013. The vendor has offered to extend their contract under the same terms and conditions for an additional one-year period. Please see the attached spreadsheets showing the original bid results. The first spreadsheet summarizes the bidders based on the total usage of shirts needed. The second spreadsheet shows the usage analysis broken down by category/shirt type and size. The final spreadsheet shows the unit prices for each item from each bidder.

Funding is available in various Parks & Recreation and Beach operating accounts as well as the Parks & Recreation Trust Account, 43-876-0357, Special Programs.

ATTACHMENTS:

1. Solicitation spreadsheets for bid opening, January 30, 2013
2. Contract extension letter signed by Fusion Graphix, Inc.

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

Town of Narragansett, RI
Tee Shirts & Golf Shirts for Parks & Recreation, B13020
Parks & Recreation Department
USAGE ANALYSIS -TOTALS

Vendor	LS Pocket T TOTAL	Pocket T TOTAL	Dri-Fit Shirt TOTAL	Dri-Fit Golf TOTAL	Staff Golf TOTAL	T-Shirt TOTAL	Bball T-Shirt TOTAL	Bball Tank TOTAL
1. Sportswear, Inc.	\$1,135.00	\$785.00	\$1,400.00	\$2,730.50	\$1,375.00	\$3,960.20	\$1,630.00	\$3,384.00
2. Elmwood Sports Center, Inc.	\$1,061.00	\$875.00	\$1,473.00	\$1,835.00	\$482.00	\$4,867.50	\$1,700.00	\$3,030.00
3. SP Designs & Mfrg, Inc.	\$765.00	\$635.00	\$1,470.00	\$2,308.90	\$432.50	\$6,279.00	\$1,820.00	\$1,788.80
4. Zimmzang, LLC	\$950.00	\$700.00	\$2,100.00	\$1,705.00	\$900.00	\$4,095.00	\$1,800.00	\$3,520.00
5. Fusion Graphix	\$762.00	\$609.00	\$1,284.00	\$1,897.70	\$729.00	\$3,477.90	\$998.00	\$2,808.00
6. A.D. Promotions	\$750.00	\$750.00	\$2,100.00	\$1,320.00	\$600.00	\$6,142.50	\$1,950.00	\$3,040.00
7. Your Great Brand	\$1,499.00	\$1,099.00	\$1,998.00	\$2,475.00	\$550.00	\$4,540.90	\$3,000.00	\$4,480.00
8. Cool Air Creations, Inc.	\$935.00	\$695.00	\$1,130.00	\$1,732.50	\$1,062.50	\$4,686.50	\$1,230.00	\$2,240.00
9. Home Team Athletics	\$1,069.00	\$972.00	\$1,830.00	\$1,397.00	\$823.50	\$5,776.50	\$1,356.00	\$2,304.00

Vendor	Rev Jersey TOTAL	GRAND TOTAL
1. Sportswear, Inc.	\$5,695.00	\$22,094.70
2. Elmwood Sports Center, Inc.	\$5,520.00	\$20,843.50
3. SP Designs & Mfrg, Inc.	\$4,470.00	\$19,969.20
4. Zimmzang, LLC	\$5,700.00	\$21,470.00
5. Fusion Graphix	\$3,378.00	\$15,943.60
6. A.D. Promotions	\$3,450.00	\$20,102.50
7. Your Great Brand	\$8,670.00	\$28,311.90
8. Cool Air Creations, Inc.	\$9,000.00	\$22,711.50
9. Home Team Athletics	\$2,700.00	\$18,228.00

B13020/TOTALS usage analysis

USAGE ANALYSIS

Vendor	L/s pocket	L/s pocket	L/s pocket	L/s pocket	L/s pocket	L/s pocket	L/s pocket	L/s pocket	Pocket	Pocket
	tshirt, reg	tshirt, reg	tshirt, reg	tshirt, XXL	tshirt, XXL	tshirt, XXL	TOTAL	tshirt	tshirt, reg	tshirt, reg
	Item 1	Qty = 75	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Item 2	Qty = 75
	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices
1.	Sportswear, Inc.	\$10.85	\$813.75	\$12.85	\$321.25	\$1,135.00	\$7.35	\$551.25		
2.	Elmwood Sports Center, Inc.	\$10.11	\$758.25	\$12.11	\$302.75	\$1,061.00	\$8.25	\$618.75		
3.	SP Designs & Mfrg, Inc.	\$7.65	\$573.75	\$7.65	\$191.25	\$765.00	\$6.35	\$476.25		
4.	Zimmzang, LLC	\$9.50	\$712.50	\$9.50	\$237.50	\$950.00	\$7.00	\$525.00		
5.	Fusion Graphix	\$7.12	\$534.00	\$9.12	\$228.00	\$762.00	\$5.59	\$419.25		
6.	A.D. Promotions	\$7.50	\$562.50	\$7.50	\$187.50	\$750.00	\$7.50	\$562.50		
7.	Your Great Brand	\$14.99	\$1,124.25	\$14.99	\$374.75	\$1,499.00	\$10.99	\$824.25		
8.	Cool Air Creations, Inc.	\$9.35	\$701.25	\$9.35	\$233.75	\$935.00	\$6.95	\$521.25		
9.	Home Team Athletics	\$10.69	\$801.75	\$10.69	\$267.25	\$1,069.00	\$9.72	\$729.00		

Town of Narragansett, RI
Tee Shirts & Golf Shirts for Parks & Recreation, B13020

Page 2 of 4

Vendor	Pocket		Pocket		Dri-fit tshirt		Dri-fit tshirt		Dri-fit tshirt		Dri-fit tshirt		Dri-fit tshirt		Dri-fit tshirt	
	tshirt, XXL		tshirt, XXL		reg sizes		reg sizes		reg sizes		reg sizes		reg sizes		reg sizes	
	Item 2a	Qty = 25	Item 3	Qty = 175	Item 3a	Qty = 25	Item 3a	Qty = 25	Item 3a	Qty = 25	Item 3a	Qty = 25	Item 3a	Qty = 25	Item 3a	Qty = 25
	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices
1. Sportswear, Inc.	\$9.35	\$233.75	\$785.00	\$6.75	\$1,181.25	\$8.75	\$218.75	\$1,400.00								
2. Elmwood Sports Center, Inc.	\$10.25	\$256.25	\$875.00	\$7.24	\$1,267.00	\$8.24	\$206.00	\$1,473.00								
3. SP Designs & Mfrg, Inc.	\$6.35	\$158.75	\$635.00	\$7.35	\$1,286.25	\$7.35	\$183.75	\$1,470.00								
4. Zimmzang, LLC	\$7.00	\$175.00	\$700.00	\$10.50	\$1,837.50	\$10.50	\$262.50	\$2,100.00								
5. Fusion Graphix	\$7.59	\$189.75	\$609.00	\$6.42	\$1,123.50	\$6.42	\$160.50	\$1,284.00								
6. A.D. Promotions	\$7.50	\$187.50	\$750.00	\$10.50	\$1,837.50	\$10.50	\$262.50	\$2,100.00								
7. Your Great Brand	\$10.99	\$274.75	\$1,099.00	\$9.99	\$1,748.25	\$9.99	\$249.75	\$1,998.00								
8. Cool Air Creations, Inc.	\$6.95	\$173.75	\$695.00	\$5.65	\$988.75	\$5.65	\$141.25	\$1,130.00								
9. Home Team Athletics	\$9.72	\$243.00	\$972.00	\$9.15	\$1,601.25	\$9.15	\$228.75	\$1,830.00								

Vendor	Dri-fit golf		Dri-fit golf		Dri-fit golf		Dri-fit golf		Dri-fit golf		Dri-fit golf		Dri-fit golf		Dri-fit golf	
	shirt, reg		shirt, reg		shirt, reg		shirt, reg		shirt, reg		shirt, reg		shirt, reg		shirt, reg	
	Item 4	Qty = 100	Item 4a	Qty = 10	Item 4a	Qty = 10	Item 4a	Qty = 10	Item 4a	Qty = 10	Item 4a	Qty = 10	Item 4a	Qty = 10	Item 4a	Qty = 10
	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices
1. Sportswear, Inc.	\$24.55	\$2,455.00	\$27.55	\$275.50	\$27.55	\$2,730.50	\$27.55	\$1,375.00	\$27.55	\$1,375.00	\$27.55	\$1,375.00	\$27.55	\$1,375.00	\$27.55	\$1,375.00
2. Elmwood Sports Center, Inc.	\$16.50	\$1,650.00	\$18.50	\$185.00	\$18.50	\$1,835.00	\$18.50	\$917.50	\$18.50	\$917.50	\$18.50	\$917.50	\$18.50	\$917.50	\$18.50	\$917.50
3. SP Designs & Mfrg, Inc.	\$20.99	\$2,099.00	\$20.99	\$209.90	\$20.99	\$2,308.90	\$20.99	\$1,049.50	\$20.99	\$1,049.50	\$20.99	\$1,049.50	\$20.99	\$1,049.50	\$20.99	\$1,049.50
4. Zimmzang, LLC	\$15.50	\$1,550.00	\$15.50	\$155.00	\$15.50	\$1,705.00	\$15.50	\$877.50	\$15.50	\$877.50	\$15.50	\$877.50	\$15.50	\$877.50	\$15.50	\$877.50
5. Fusion Graphix	\$17.07	\$1,707.00	\$19.07	\$190.70	\$19.07	\$1,897.70	\$19.07	\$903.50	\$19.07	\$903.50	\$19.07	\$903.50	\$19.07	\$903.50	\$19.07	\$903.50
6. A.D. Promotions	\$12.00	\$1,200.00	\$12.00	\$120.00	\$12.00	\$1,320.00	\$12.00	\$660.00	\$12.00	\$660.00	\$12.00	\$660.00	\$12.00	\$660.00	\$12.00	\$660.00
7. Your Great Brand	\$22.50	\$2,250.00	\$22.50	\$225.00	\$22.50	\$2,475.00	\$22.50	\$1,237.50	\$22.50	\$1,237.50	\$22.50	\$1,237.50	\$22.50	\$1,237.50	\$22.50	\$1,237.50
8. Cool Air Creations, Inc.	\$15.75	\$1,575.00	\$15.75	\$157.50	\$15.75	\$1,732.50	\$15.75	\$866.25	\$15.75	\$866.25	\$15.75	\$866.25	\$15.75	\$866.25	\$15.75	\$866.25
9. Home Team Athletics	\$12.70	\$1,270.00	\$12.70	\$127.00	\$12.70	\$1,397.00	\$12.70	\$698.50	\$12.70	\$698.50	\$12.70	\$698.50	\$12.70	\$698.50	\$12.70	\$698.50

Vendor	T-shirt		T-shirt		T-shirt		T-shirt		T-shirt		Bball tshirt		Bball Tshirt	
	Reg Sizes	Reg Sizes	Reg Sizes	XXL	XXL	XXL	XXL	TOTAL	reg sizes	reg sizes	reg sizes	reg sizes	TOTAL	
	Items 6-8	Qty = 850	Items 6a-8a	Qty =60					Item 9	Qty = 200				
	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices
1. Sportswear, Inc.	\$4.22	\$3,587.00	\$6.22	\$373.20	\$3,960.20	\$8.15	\$1,630.00	\$1,630.00					\$1,630.00	
2. Elmwood Sports Center, Inc.	\$5.25	\$4,462.50	\$6.75	\$405.00	\$4,867.50	\$8.50	\$1,700.00	\$1,700.00					\$1,700.00	
3. SP Designs & Mfrg, Inc.	\$6.90	\$5,865.00	\$6.90	\$414.00	\$6,279.00	\$9.10	\$1,820.00	\$1,820.00					\$1,820.00	
4. Zimmzang, LLC	\$4.50	\$3,825.00	\$4.50	\$270.00	\$4,095.00	\$9.00	\$1,800.00	\$1,800.00					\$1,800.00	
5. Fusion Graphix	\$3.69	\$3,136.50	\$5.69	\$341.40	\$3,477.90	\$4.99	\$998.00	\$998.00					\$998.00	
6. A.D. Promotions	\$6.75	\$5,737.50	\$6.75	\$405.00	\$6,142.50	\$9.75	\$1,950.00	\$1,950.00					\$1,950.00	
7. Your Great Brand	\$4.99	\$4,241.50	\$4.99	\$299.40	\$4,540.90	\$15.00	\$3,000.00	\$3,000.00					\$3,000.00	
8. Cool Air Creations, Inc.	\$5.15	\$4,377.50	\$5.15	\$309.00	\$4,686.50	\$6.15	\$1,230.00	\$1,230.00					\$1,230.00	
9. Home Team Athletics	\$6.15	\$5,227.50	\$9.15	\$549.00	\$5,776.50	\$6.78	\$1,356.00	\$1,356.00					\$1,356.00	

Vendor	Bball Tank		Bball Tank		Bball Tank		Bball Tank		Bball Tank		Rever bball		Rever bball	
	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	Top, reg	jersey, reg	jersey, reg	jersey, reg	jersey, reg
	Item 10	Item 10	Item 10	Item 10	Item 10	Item 10	Item 10	Item 10	Item 10	Item 10	Item 11	Item 11	Item 11	Item 11
	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices	Unit Prices	Ext. Prices
1. Sportswear, Inc.	\$9.95	\$2,189.00	\$11.95	\$1,195.00	\$3,384.00	\$18.45	\$4,059.00	\$20.45						
2. Elmwood Sports Center, Inc.	\$9.00	\$1,980.00	\$10.50	\$1,050.00	\$3,030.00	\$18.00	\$3,960.00	\$19.50						
3. SP Designs & Mfrg, Inc.	\$5.59	\$1,229.80	\$5.59	\$559.00	\$1,788.80	\$14.90	\$3,278.00	\$14.90						
4. Zimmzang, LLC	\$11.00	\$2,420.00	\$11.00	\$1,100.00	\$3,520.00	\$19.00	\$4,180.00	\$19.00						
5. Fusion Graphix	\$8.15	\$1,793.00	\$10.15	\$1,015.00	\$2,808.00	\$10.46	\$2,301.20	\$13.46						
6. A.D. Promotions	\$9.50	\$2,090.00	\$9.50	\$950.00	\$3,040.00	\$11.50	\$2,530.00	\$11.50						
7. Your Great Brand	\$14.00	\$3,080.00	\$14.00	\$1,400.00	\$4,480.00	\$28.90	\$6,358.00	\$28.90						
8. Cool Air Creations, Inc.	\$7.00	\$1,540.00	\$7.00	\$700.00	\$2,240.00	\$30.00	\$6,600.00	\$30.00						
9. Home Team Athletics	\$7.20	\$1,584.00	\$7.20	\$720.00	\$2,304.00	\$9.00	\$1,980.00	\$9.00						

Town of Narragansett, RI

Tee Shirts & Golf Shirts for Parks & Recreation, B13020

Page 4 of 4

Vendor	Rever bball jersey, XXL		Rever bball Jersey	
	Qty = 80	Ext. Prices	TOTAL	
1. Sportswear, Inc.	\$1,636.00		\$5,695.00	
2. Elmwood Sports Center, Inc.	\$1,560.00		\$5,520.00	
3. SP Designs & Mfrg, Inc.	\$1,192.00		\$4,470.00	
4. Zimmzang, LLC	\$1,520.00		\$5,700.00	
5. Fusion Graphix	\$1,076.80		\$3,378.00	
6. A.D. Promotions	\$920.00		\$3,450.00	
7. Your Great Brand	\$2,312.00		\$8,670.00	
8. Cool Air Creations, Inc.	\$2,400.00		\$9,000.00	
9. Home Team Athletics	\$720.00		\$2,700.00	

Town of Narragansett, RI
Tee Shirts & Golf Shirts for Parks & Recreation, B13020
Parks & Recreation Department

Bid Opening - Wednesday, January 30, 2013 - 11:00 am

Page 1 of 3

Item	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5
	Sportswear, Inc.	Elmwood Sports Cnt, Inc.	SP Designs & Mfrg, Inc.	Zimmzang, LLC	Fusion Graphix
1. Bid Item 1: L/s Pocket T-Shirt - EA	\$10.85	\$10.11	\$7.65	\$9.50	\$7.12
1a. Additional cost EA for XXL	\$2.00	\$2.00			\$2.00
1b. Additional cost EA for XXXL	\$3.00	\$2.00			\$2.00
2. Bid Item 2: Staff Pocket T-Shirt - EA	\$7.35	\$8.25	\$6.35	\$7.00	\$5.59
2a. Additional cost EA for XXL	\$2.00	\$2.00			\$2.00
2b. Additional cost EA for XXXL	\$3.00	\$2.00			\$2.00
3. Bid Item 3: Staff dri-fit T-Shirt - EA	\$6.75	\$7.24	\$7.35	\$10.50	\$6.42
3a. Additional cost EA for XXL	\$2.00	\$1.00			
3b. Additional cost EA for XXXL	\$3.00	\$1.00			
4. Bid Item 4: Staff dri-fit Golf Shirt - EA	\$24.55	\$16.50	\$20.99	\$15.50	\$17.07
4a. Additional cost EA for XXL	\$3.00	\$2.00			\$2.00
4b. Additional cost EA for XXXL	\$4.00	\$2.00			\$2.00
5. Bid Item 5: Staff Golf Shirt - EA	\$27.50	\$9.64	\$8.65	\$18.00	\$14.58
5a. Additional cost EA for XXL	\$3.00	\$1.50			\$2.00
5b. Additional cost EA for XXXL	\$4.00	\$1.50			\$2.00
6. Bid Items 6 - 8: T-Shirt - EA	\$4.22	\$5.25	\$6.90	\$4.50	\$3.69
6a. Additional cost EA for XXL	\$2.00	\$1.50			\$2.00
6b. Additional cost EA for XXXL	\$3.00	\$1.50			\$2.00
7. Bid Item 9: Basketball T-Shirt - EA	\$8.15	\$8.50	\$9.10	\$9.00	\$4.99
7a. Additional cost EA for XXL	\$2.00	\$1.50			\$2.00
7b. Additional cost EA for XXXL	\$3.00	\$1.50			\$2.00
B13020/SG/Sheet 1					

Town of Narragansett, RI
Tee Shirts & Golf Shirts for Parks & Recreation, B13020
Parks & Recreation Department

Bid Opening - Wednesday, January 30, 2013 - 11:00 am

Page 2 of 3

Item	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5
	Sportswear, Inc.	Elmwood Sports Cnt, Inc.	SP Designs & Mfrg, Inc.	Zimmzang, LLC	Fusion Graphix
8. Bid Item 10: Basketball Tank Top-EA	\$9.95	\$9.00	\$5.59	\$11.00	\$8.15
8a. Additional cost EA for XXL	\$2.00	\$1.50			\$2.00
8b. Additional cost EA for XXXL	\$3.00	\$1.50			\$2.00
9. Bid Item 11: Rev Bball Jersey - EA	\$18.45	\$18.00	\$14.90	\$19.00	\$10.46
9a. Additional cost EA for XXL	\$2.00	\$1.50			\$3.00
9b. Additional cost EA for XXXL	\$3.00	\$1.50			\$3.00
Total of all items/additional costs:	\$166.77	\$121.49	\$87.48	\$104.00	\$112.07

Item	Vendor 6	Vendor 7	Vendor 8	Vendor 9
	A.D. Promotions	Your Great Brand	Cool Air Creations Inc.	Home Team Athletics
1. Bid Item 1: L/s Pocket T-Shirt - EA	\$7.50	\$14.99	\$9.35	\$10.69
1a. Additional cost EA for XXL				
1b. Additional cost EA for XXXL				
2. Bid Item 2: Staff Pocket T-Shirt - EA	\$7.50	\$10.99	\$6.95	\$9.72
2a. Additional cost EA for XXL				
2b. Additional cost EA for XXXL				
3. Bid Item 3: Staff dri-fit T-Shirt - EA	\$10.50	\$9.99	\$5.65	\$9.15
3a. Additional cost EA for XXL				
3b. Additional cost EA for XXXL				
B13020/SG/Sheet 2				

Town of Narragansett, RI
Tee Shirts & Golf Shirts for Parks & Recreation, B13020
Parks & Recreation Department

Bid Opening - Wednesday, January 30, 2013 - 11:00 am

Page 3 of 3

Item	Vendor 6	Vendor 7	Vendor 8	Vendor 9
	A.D. Promotions	Your Great Brand	Cool Air Creations Inc.	Home Team Athletics
4. Bid Item 4: Staff dri-fit Golf Shirt - EA	\$12.00	\$22.50	\$15.75	\$12.70
4a. Additional cost EA for XXL				
4b. Additional cost EA for XXXL				
5. Bid Item 5: Staff Golf Shirt - EA	\$12.00	\$11.00	\$21.25	\$16.47
5a. Additional cost EA for XXL				
5b. Additional cost EA for XXXL				
6. Bid Items 6 - 8: T-Shirt - EA	\$6.75	\$4.99	\$5.15	\$6.15
6a. Additional cost EA for XXL				\$3.00
6b. Additional cost EA for XXXL				\$3.00
7. Bid Item 9: Basketball T-Shirt - EA	\$9.75	\$15.00	\$6.15	\$6.78
7a. Additional cost EA for XXL				
7b. Additional cost EA for XXXL				
8. Bid Item 10: Basketball Tank Top-EA	\$9.50	\$14.00	\$7.00	\$7.20
8a. Additional cost EA for XXL				
8b. Additional cost EA for XXXL				
9. Bid Item 11: Rev Bball Jersey - EA	\$11.50	\$28.90	\$30.00	\$9.00
9a. Additional cost EA for XXL				
9b. Additional cost EA for XXXL				
Total of all items/additional costs:	\$87.00	\$132.36	\$107.25	\$93.86
B13020/SG/Sheet 3				



Town of Narragansett

Finance Department • 25 Fifth Avenue • Narragansett, RI 02882-3699
Tel. (401) 782-0644 TDD (401) 782-0610 Fax (401) 788-2555

January 8, 2014

Fusion Graphix
2116 Route 208
Montgomery, NY 12549

Attention: Jessica Venetis, Owner

Re: Bid Extension – Tee Shirts and Golf Shirts for the Parks & Recreation Department

Dear Ms. Venetis,

The Narragansett Town Council awarded the referenced bid on February 19, 2013 for a one-year period, ending February 19, 2014. Per the bid specifications, the Town may extend the contract period annually, at no change in the bid prices or the contract terms. This extension requires both your agreement and ours.

The Town of Narragansett would like to extend this contract for the period ending February 19, 2015, pending Town Council approval. If you are in agreement with this extension at the current prices, please sign below as indicated. If you are not interested in this extension, please indicate below as well. After you have indicated your preference, please return this signed letter to me. Thank you for your cooperation in this matter.

Sincerely,

Susan W. Gallagher
Purchasing Agent

SG/L14004

Fusion Graphix, Inc.

(Company Name)

(Signature)

Or

(Company Name)

(Signature)

hereby *agrees* to an extension of the contract for the period through February 19, 2015.

1/13/14
(Date)

TID:

46-1856349

hereby *declines* an extension of the contract for the period through February 19, 2015.

(Date)

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

**CC: 05
Amend No. _____**

Date Prepared: January 27, 2014
Council Meeting Date: February 3, 2014

TO: Pamela T. Nolan, Town Manager
FROM: Anne Irons, Town Clerk
PREPARED BY: Susan W. Gallagher, Purchasing Agent
SUBJECT: Contract Extension of ClerkBase

RECOMMENDATION:

That the Town Council approves a one-year contract extension for the ClerkBase Retrieval System from ClerkBase, a division of CompBase, Inc., in the amount of \$5,190.00 and to authorize the Town Manager to sign the contract after review by the Town Solicitor.

SUMMARY:

This annual, automatic contract renewal is to extend the license agreement for the indexing of Town Council Meetings online. All information regarding the Town Council meeting agendas is posted on this system and available to any individual with internet access. This one-year contract extension is from January 7, 2014 – January 6, 2015. The proposed cost of \$5,190.00 reflects the same price we paid for last year's contract.

This indexing software is only produced and supported by CompBase, Inc. In accordance with the Town of Narragansett Code of Ordinances, Section 70-326 and Rhode Island General Laws, Chapter 55, Section 45-55-8, I, the Purchasing Agent, have determined this to be a sole source item.

Funding is available in the Town Clerk's Office Operating Account, 01-205-0204, Records Management.

ATTACHMENTS:

1. Extension contract from ClerkBase

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

SUBSCRIPTION EXTENSION CONTRACT

AGREEMENT made this____ day of____, 2014, between ClerkBase, a division of CompBase, Inc., a Rhode Island corporation with a principal place of business at 2220 Plainfield Pike, Cranston, Rhode Island ("ClerkBase"), and the Town of Narragansett, Rhode Island, a municipal corporation chartered under the laws of Rhode Island, with a principal place of business at 25 Fifth Ave, Narragansett, Rhode Island ("Licensee").

The undersigned (ALicensee@) may, by initialing in the appropriate space below, accept or decline to extend the subscription for the ClerkBase Retrieval System from CompBase, Inc. (ClerkBase).

Licensee agrees to pay the annual subscription charge if acceptance is indicated. This subscription extension is for a period of one (1) year commencing on January 7, 2014 and is automatically renewable for each subsequent year unless notified in writing prior to the start of a new term. This contract, if accepted, includes the following:

ClerkBase Retrieval System (annual charge)	\$1,795.00
- annual hosting, licensing & document archival	
- annual telephone support	
Town Council Agenda & Minutes Processing (annual charge)	\$3,395.00
- processing of Town Council minutes for electronic retrieval	
- processing of Town Council agendas for electronic retrieval	
- attachment of ordinances, resolutions and other items	
- immediate Internet updates	

If subscription is accepted, this charge is billed according to the following schedule:

Payment 1	\$2,400.00	January 7, 2014
Payment 2	\$2,790.00	April 7, 2014

If LICENSEE declines this standard subscription extension contract, telephone support will still be available to LICENSEE, but will be billed separately on an "as used" basis at the rate of One Hundred Dollars (\$100.00) per hour with a fifteen (15) minute minimum per call and calls of longer duration will be marked-up to the next highest quarter-hour.

Any questions regarding this subscription extension contract can be directed to ClerkBase at the address shown above. LICENSEE should make and retain a copy of this form for its records.

Subscription Declined: _____ Subscription Accepted: _____

For LICENSEE:
(Name of Municipality)

By:
(Authorized Representative)

Title:

Date:

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 06

Amend No. _____

Date Prepared: January 8, 2014
Council Meeting Date: February 3, 2014

TO: Honorable Town Council

FROM: Michael DeLuca, Community Development Director

SUBJECT: Adopt-A-Spot Authorization – Hazard Trail

RECOMMENDATION:

That the Town Council AUTHORIZES the Town Manager to sign an Adopt-A-Spot agreement with the following individuals for the indicated locations:

Hazard Trail – Middlebridge School

SUMMARY:

This agreement would provide the adopter with the authorization to conduct volunteer clean-up and maintenance of the trail recently cleared through an Eagle Scout project on this public right-of-way. The site was reviewed and recommended for authorization by the Conservation Commission on January 7, 2014.

The segment applied for is identified in green on the enclosed map of the trail system.

ATTACHMENTS:

1. Adopt-A-Spot Application.
2. GIS Map of site

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ **RES. #** _____

LCON# _____ **LIC. #** _____

Action Date: _____

**Application for the
Adopt-A-Spot Program**

Location/Site Address: HAZARD TRAIL

Name of Adopter(s): _____

Name of Adopting Organization (if applicable):

MIDDLEBRIDGE SCHOOL


Address:

333 Ocean Road, Narragansett

Phone:

401-788-0800

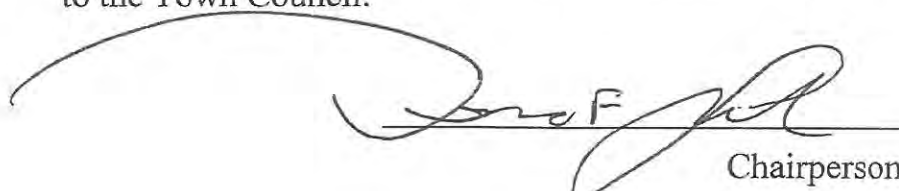
If you are signing this application as an authorized agent for the adopting organization, documentation (in the form of a signed letter from the organization) is required stating that the organization acknowledges this Adopt-A-Spot request and authorizes you to sign on their behalf.


Applicant's Signature

10-30-13
Date

.....
(For Conservation Commission Use Only)

The Town of Narragansett Conservation Commission has reviewed this application and is in support of this Adopt-A-Spot request. The Conservation Commission hereby recommends approval of this application to the Town Council.


Chairperson

1.7.14
Date



Distances	
Crooked Brook Trail North = 2,000'	(609 meters)
Crooked Brook Trail South = 2,639'	(804 meters)
Gibson Tract = 1,800'	(549 meters)
Hazard Trail = 2,602'	(793 meters)
High School Trail = 7,989'	(2,435 meters)
South Pier Tract = 155'	(47 meters)
Westmoreland Tract = 1,475'	(449 meters)
Westmoreland Trail = 1,538'	(469 meters)
TOTAL LOOPED DISTANCE = 22,353' (6,811 meters)	



CROOKED BROOK TRAIL SYSTEM

TRAILS LEGEND

Crooked Brook Trail North	High School Trail
Crooked Brook Trail South	South Pier Tract
Gibson Tract	Westmoreland Tract
Hazard Trail	Westmoreland Trail



1 inch = 200 feet

**TOWN OF
NARRAGANSETT**
Rhode Island

The Town of Narragansett has produced these maps for informational and representative purposes only. The Town of Narragansett makes no claims concerning the accuracy of this map nor assumes any liability from the use of the information herein.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 07
Amend No.

Date Prepared: January 14, 2014
Council Meeting Date: February 3, 2014

TO: Honorable Town Council

FROM: Michael DeLuca, Community Development Director

SUBJECT: A discussion and update on the progress of planning and design for extension of the William C.O'Neill Bike Path

RECOMMENDATION:

That the Town Council RECEIVE AND PLACE ON FILE a status report on the progress of the William C. O'Neill Bike Path.

SUMMARY:

The Town Council has expressed a continued interest in the extension of the bike path to its design terminus point at the Town Beach and has adopted a policy of supporting its continuation through the Canonchet Farm Site. Since the Council's last progress report in October, 2012 several tasks have been undertaken, (see attachment).

The Town Manager and Community Development Director have made inquiries to RIDOT for updates on their work toward completion of the advanced feasibility study they had previously committed to do. A recent discussion with RIDOT staff revealed that their consultant is nearing completion of the study and report. As stated at their October 31, 2013 meeting the RIDOT has incorporated several alternatives into the scope of work for this study.

Once completed the RIDOT will forward their report to the Town and follow-up with another staff-level meeting to review the results. RIDOT staff has agreed to come to Town Hall to deliver the results of the study and field questions from the Council members some time this spring

ATTACHMENTS:

1. Bike Path Activities
2. Map of 3 alternative routes

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date:
☐ Approved
☐ Unfinished Business (Date heard previous:)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # **RES. #**
LCON# **LIC. #**
Action Date:

Bike Path Activities: Late 2012 -2013

October 15, 2012: Last progress report to Town Council from Town Manager

- Provided copy of correspondence to RIDOT expressing the Town's interest in moving the process along to a detailed feasibility analysis.

October 25, 2012: Receipt of correspondence from Rep. Teresa Tanzi proposing a specific route promoted by the Ad-hoc Committee of seven Town residents.

November 5, 2012: Town Council vote to request RIDOT draft a feasibility study for completion of the bike path.

November 16, 2012: Letter from Town Manager to RIDOT Director requesting they facilitate a public workshop in concert with Town Staff.

January 9, 2013: RIDOT Director's response to Town Manager expressing their continued commitment to the extension of the Bike Path and assigning Michael Gannon to work with the Town to coordinate two public workshops.

Early Spring, 2013: Presentation of the "SeaView Route" by the Ad-hoc Committee facilitated by Rep Teresa Tanzi.

Also- Community Development staff created map of three alternative alignments in preparation for May 6, 2013 hearing: Seaview route, Brady route & Option #1 route from Canonchet Farm Master Plan.

May 6, 2013: Town Council decision to select a preferred alignment for the bike path: "Seaview Route"

June 12, 2013: RIDOT confirmation of receipt of the preferred route selected at the May 6, 2013 Council meeting.

July 17, 2013: Town Manager Meeting with RIDOT staff to address progress since May. Process of plan development was discussed and the potential concerns of other permitting agencies was raised. It was determined that RIDOT would arrange a meeting with all interested permitting agencies and Town representatives.

October 31, 2013: Town Manager / Community Development Director meeting with RIDOT staff and several other State and Federal Agencies, including, RIDEM, CRMC, RI Historic Preservation Commission, US Environmental Protection Agency, Army Corps of Engineers, US Fish & Wildlife Service and National Marine Fisheries Service.

Topics discussed focused on:

1. **Army:** Require an 'Individual Permit' for compliance with wetland impact and avoidance mitigation
2. **CRMC:** Seaview RR options would require a Special Exception to demonstrate impact avoidance related to construction of an elevated structure and any alterations or fill on the marsh, as well as indirect impacts that may be caused by freshwater input of the estuary and invasive species encroachment.
3. **US Fish & Wildlife:** Raised concern for impact of wetland alterations on the 'Saltmarsh Sparrow', a species that is being considered for designation as "Endangered".
4. **RIDEM:** Raised concern for stormwater issues and waste issues associated with the use of the former rail bed.
5. **EPA:** Concerned about the quantity of mitigation of impact on the wetland that would be necessary.
6. **RI Historic Preservation:** Expressed concern for possible archaeological impacts on the Canonchet Farm site.
7. **RIDOT:** Noted that use of school site was not a concern but the placement of the path on 'park' grounds may trigger concerns for site mitigation.

In the end, the RIDOT staff concluded their next step was to follow-through on drafting an advanced feasibility study to include a range of alternatives which have been addressed in earlier studies including on-road options.

November – December, 2013: RIDOT consultant progress toward identification of the tasks and related costs for the various alternative alignments.

January , 2014: RIDOT status is that Fay, Spofford & Thorndike are in process of completing the advanced feasibility study and will deliver a final report at some time in 2014.

Trail Name	Trail Length	Distance Along SeaView RR
Brady Bike Route	6,075'	1,500
Master Plan Bike Route	5,400'	500'
Sea View Bike Route	6,750'	2,775'
Sea View Railroad ROW	4,000'	----

TOWN OF

NARRAGANSETT

Rhode Island

Canonchet Farm

Proposed Bike

Route Alternatives

Canonchet Bike Routes

- Brady Bike Route
- Master Plan Bike Route
- Sea View Bike Route

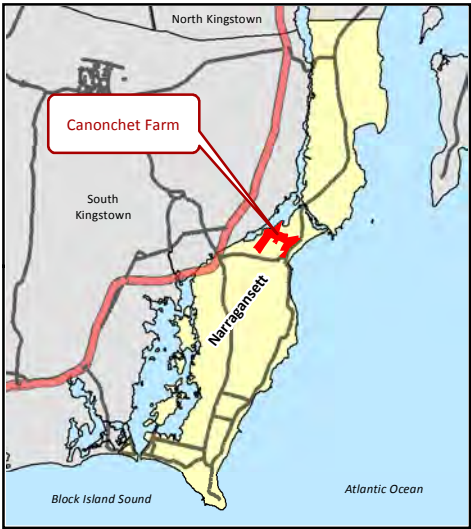
Other Features

- Canonchet Boundary
- Hiking Trail
- Crooked Brook
- Sea View ROW
- Wetlands






1 inch = 350 feet


The Town of Narragansett has produced these maps for informational and representative purposes only and makes no claims concerning the accuracy of this map nor assumes any liability from the use of the information herein.




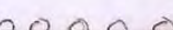
Canonchet Farm - Proposed Bike Path

BRADY: endorsed 
proposed 

FORTIER: endorsed 

DELUCA: proposed 

Existing hiking path
TO BE DELETED 

New hiking path to
Replace deleted path 

LEG 2: FORTIER
endorsed

LEG 3: BRADY
endorsed

LEG 2: BRADY
proposed

LEG 1: BRADY
endorsed

LEG 4: BRADY
proposed

0 500 1,000 1,500 2,000 Feet

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 08

Amend No. _____

Date Prepared: January 22, 2014
Council Meeting Date: February 3, 2014

TO: Pamela T. Nolan, Town Manager
FROM: Donald W. Goodrich, Finance Director
SUBJECT: SUPPLEMENTAL APPROPRIATIONS

RECOMMENDATION:

That the Town Council ADOPTS the amendment to the Appropriation Ordinance for FY 2013-14 for the Remote Pump Station Repairs and Upgrades.

SUMMARY:

Attached is an amendment to the 2013-14 Wastewater Fund to provide funding for repairs to pumping stations. Funding will come from unrestricted net assets in the Wastewater Fund.

1. Remote Pump Station Repairs and Upgrades, \$500,000, account 32.752.0628. 19.610.7513..

Adoption of the amendment to the appropriation ordinance is respectfully recommended.

ATTACHMENT:

1. Proposed Amended Ordinance

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ **RES. #** _____
LCON# _____ **LIC. #** _____
Action Date: _____

TOWN OF NARRAGANSETT
CHAPTER

AN ORDINANCE OF THE TOWN OF NARRAGANSETT, PROVIDING THAT THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND BE AMENDED BY THE ENACTMENT OF AN AMENDMENT TO THE BUDGET FOR THE TOWN OF NARRAGANSETT FISCAL YEAR BEGINNING THE 1ST DAY OF JULY 2013 AND ENDING THE 30TH DAY OF JUNE 2014..

It is ordained by the Town Council of the Town of Narragansett as follows:

SECTION 1. The following budget for the Town of Narragansett for the fiscal year of said Town of Narragansett beginning July 1, 2013 is hereby enacted and adopted as follows; and the following appropriations are hereby made in the amounts of money set opposite the respective purpose for which the same are made.

WASTEWATER FUND
REVENUE

Appropriation from Unrestricted Reserves	\$984,020
Assessment Interest & Apportionment	\$3,631,118
Charges for Service	\$53,000
Interest from Investments	\$56,000
Pre-treatment Revenue	\$39,000
Miscellaneous Receipts	\$3,600
Sewer Permits	\$2,400
Lot Development Fees - Apportionment	\$14,400
Lot Development Fees - Billings	\$115,200
North End Assessment billing	\$672,000
Assessment Interest & Apportionment	\$124,800
Sewer Rebate	\$85,000
Regional WWT Facility	\$13,000
<u>TOTAL REVENUES</u>	<hr/> \$5,793,538

EXPENDITURES

OPERATIONS

Personal Services	\$1,007,030
Operations	\$1,915,145
Equipment	\$7,600
Capital Improvements	\$75,000
Depreciation	\$400,000
Major Maintenance & Non-Capitalized Expenses	\$1,544,338
Debt Service	\$844,375
<u>TOTAL EXPENDITURES</u>	<u>\$5,793,488</u>

First reading at the Council meeting of January 21, 2014. Second reading at the Council meeting

Second reading February 3, 2014.

Attest: _____

Anne E. Irons, Town Clerk

Purpose of amendment: To provide funds to repair and rehabilitate wastewater pumping stations.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 09

Amend No. _____

Date Prepared: January 22, 2014
Council Meeting Date: February 3, 2014

TO: Pamela T. Nolan, Town Manager

FROM: Donald W. Goodrich, Finance Director

SUBJECT: SUPPLEMENTAL APPROPRIATIONS AND TRANSFERS

RECOMMENDATION:

That the Town Council ADOPT as a first reading the amendment to the Appropriation Ordinance for FY 2013-14 to provide funding for the replacement of a new heating system in Town Hall.

SUMMARY:

The Council recently approved the installation of a new heating system in the Town Hall. The 2013-14 Budget had appropriated \$150,000 for the project. Bids came in at \$195,791. Therefore the project needs to have an amendment to the appropriation of \$45,791.

1. Town Facilities, HVAC Systems - \$150,000 to \$195,791, an increase of \$45,791
- account 19.710.7011.

There are sufficient unallocated funds in the Capital Improvement Fund to meet this appropriation.

Adoption of the amendment to the Capital Improvement Fund appropriation ordinance is respectfully recommended.

ATTACHMENT:

1. Proposed Ordinance

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ **RES. #** _____

LCON# _____ **LIC. #** _____

Action Date: _____

TOWN OF NARRAGANSETT
CHAPTER _

AN ORDINANCE OF THE TOWN OF NARRAGANSETT, PROVIDING THAT CHAPTER 962 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND BE AMENDED BY THE ENACTMENT OF AMENDMENTS TO THE THE BUDGET FOR THE TOWN OF NARRAGANSETT FISCAL YEAR BEGINNING THE 1ST DAY OF JULY A. D. 2013 AND ENDING THE 30TH DAY OF JUNE A. D. 2014.

It is ordained by the Town Council of the Town of Narragansett as follows:

SECTION 1. The following budget for the Town of Narragansett for the fiscal year of said Town of Narragansett beginning July 1, 2013 is hereby enacted and adopted as follows; and the following appropriations are hereby made in the amounts of money set opposite the respective purpose for which the same are made.

CAPITAL IMPROVEMENTS FUND

REVENUES

Appropriated Reserve	\$265,791
Appropriation carry-over	\$346,139
Transfer from Maintenance Fund	\$363,985
Bond Proceeds	\$475,000
General Fund Contribution	\$487,326
Total	\$1,938,241

EXPENDITURES

Finance Department	\$15,000
Police Department	\$419,000
Fire Department	\$498,000
Town Facilities	\$195,791
Public Works - Highway Maintenance	\$745,450
Parks Maintenance & Improvements	\$65,000
<u>TOTAL EXPENDITURES</u>	\$1,938,241

First Reading read in Town Council meeting legally assembled on the 21st day of January, 2014.

Second Reading read in Town Council meeting legally assembled on the 3rd day of February. 2014.

ATTEST:

Anne M. Irons, CMC Town Clerk

PURPOSE OF THE ORDINANCE AMENDMENT

This ordinance appropriates \$14,016 to provide funds for the completion of the Comprehensive Plan of Development and \$37,926 for Comfort Station repairs in the Maintenance Fund and \$186,365 in the Capital Fund for the purchase of the Public Works Highway truck ordered in FY 2012-13.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____10_____

Amend No. _____

Date Prepared: January 22, 2014
Council Meeting Date: February 3, 2014

TO: Honorable Town Council

FROM: Jeffry Ceasrine, P.E., Town Engineer

SUBJECT: Proposed Revocable Easement, Plat E, Lots 23 & 24
Martha Watson Murphy Subdivision

RECOMMENDATION:

That the Town Council grant a revocable easement to Martha Murphy as described in the attached documents, inuring to the benefit of Plat E, Lots 23 and 24.

SUMMARY:

The attached January 13, 2014 letter from Mark McSally explains the recommendation of the staff and Mr. McSally relative to this matter. Briefly, the existing structures have minor encroachments (bulk head door, steps) into the public rights-of-way of South Pier Road and Perkins Avenue. These encroachments have existed for many years. The recommendation as noted is for the Town Council to grant a revocable easement over the rights-of-way that are affected by the encroachments. The easement would limit the encroachments to that which exist today, and would also give the Town the right to revoke the easement upon thirty (30) days' notice, and to order the encroachments removed. As they exist at this point in time, the encroachments do not materially interfere with any established pedestrian or vehicular way.

ATTACHMENTS:

1. January 13, 2014 correspondence (with attachments) from Mark A. McSally.

TOWN CLERK USE ONLY:

☐ Consent Agenda

☐ Carry Over to Date: _____

☐ Approved

☐ Unfinished Business (Date heard previous: _____)

☐ New Business

☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

JAMES H. REILLY
TERRENCE G. SIMPSON
DONALD J. MARONEY
ROBERT J. DONNELLY
PATRICK J. CARROLL

MARK A. MCSALLY
OF COUNSEL

EDMUND J. KELLY
(1926-1993)
FRANCIS A. KELLEHER
(1944-1983)

NARRAGANSETT OFFICE
PIER PROFESSIONAL TOWERS
28 CASWELL STREET
NARRAGANSETT, RHODE ISLAND 02882
(401) 789-7800 FAX (401) 789-6990
E-mail: info@kkrs.com

PROVIDENCE OFFICE
THE FRANCIS BUILDING
146 WESTMINSTER STREET
SUITE 500
PROVIDENCE, RI 02903
TEL (401) 272-1312
FAX (401) 331-9397

KELLY, KELLEHER, REILLY & SIMPSON

Attorneys at Law

January 13, 2014

The Honorable Town Council
for the Town of Narragansett
Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882

'14 JAN 15 PM 12:00

Re: Martha Watson Murphy Subdivision

Dear Members of the Town Council:

This matter involves a request by Martha Watson Murphy to subdivide certain property she owns on South Pier Road. The property also fronts on Perkins Avenue. The existing structures on the property have three minor encroachments into the right-of-way for Perkins Avenue.

Based upon the above, the Planning Board has deferred action on the subdivision until the issue of the encroachments has been resolved. My suggestion was potentially to have the Town grant a revocable easement to Ms. Murphy which would permit the encroachments to remain but would require her to remove those if they at some point in the future obstructed the Town's passage or plans for the area.

This issue has been reviewed by Jeff Ceasrine as well as Chief Hoxsie and David Ousterhout, and none of these gentlemen have an objection. I enclose for your review a copy of Jeff Ceasrine's memo to me dated August 1, 2013, outlining this fact.

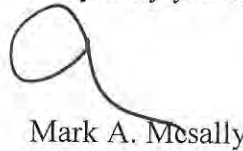
Based upon the above, I have prepared an easement and have received back from Ms. Murphy's attorney the appropriate description of the encroachments as well as a copy of a plan showing where the encroachments exist. These are included with this letter.

The Honorable Town Council
for the Town of Narragansett
Page 2
January 13, 2014

Based upon the above, I am requesting that you place this matter on an upcoming Town Council agenda and consider granting the revocable easement as described.

If you have any questions, please feel free to contact me.

Very truly yours,



Mark A. Mcsally

MAM:jm
Enclosures

cc: Mrs. Pamela Nolan
Mr. Michael DeLuca
Mr. Jeffry Ceasrine

JAMES V. AUKERMAN & ASSOCIATES, LLC

Counsellor at Law

60 South County Commons Way, Ste G4
Wakefield, RI 02879-2299

401. 788-9080 Tel.
401. 788-9084 Fax

sib@aukermanlaw.com

July 18, 2013

Attorney Mark McSally, Narragansett Town Solicitor
Kelly, Kelleher, Reilly & Simpson
28 Caswell Street
Narragansett, RI 02882

Re: Martha Watson Murphy/ Lots 23 & 24 South Pier Rd, Narragansett
Major Subdivision Site Plan Dated 8-29-12
Our file # 2466B

Dear Attorney McSally:

I am contacting you in your capacity as Narragansett Town Solicitor at Mike DeLuca's suggestion. We represent Martha Watson Murphy, who owns a single family residence and a two family dwelling on a parcel of land. She wishes to subdivide that parcel into two lots, each of which would contain one single family residence (there would no longer be a two-family dwelling/rental property). We are proceeding along through the Town's procedures, and I have attached copies of both the Subdivision Plan and the Planning Board's Decision of April 30, 2013. Next steps include Planning Board review of variance application, and then hearing before the Zoning Board on the variance application.

Mike DeLuca suggested that I contact you because the bulkhead entry and steps of one of the existing dwellings on Perkins Avenue slightly encroaches onto Perkins Avenue, as you can see from the map. Client has owned the property for about 35 years. We thought that perhaps the Town of Narragansett might be willing to grant Ms. Murphy an easement to allow those existing encroachments.

What is your opinion, and do you have any suggestions? Do you require additional documentation from us? I am hoping that you can issue a letter that we can submit to Mr. DeLuca to alleviate any concerns he might have about these encroachments.

Thank you for your help, and I'll look forward to your reply.

Very truly yours,

Sandra Berardo

Sandra Berardo, Esq.

RECEIVED
7/19/13



TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
Tel. (401) 782-1044 • TDD (401) 782-0610 • Fax (401) 782-0664

THE DEPARTMENT OF COMMUNITY DEVELOPMENT

April 30, 2013

Martha Watson Murphy
45 South Pier Road
Narragansett, RI 02882

DECISION

Murphy Major Subdivision - Master Plan
(Major Subdivision requiring variance with no street extension)
45 South Pier Road
Assessors Plat: "E", Lots 23 & 24


Dear Mrs. Murphy:

The following action was taken at the March 19, 2013 Narragansett Planning Board meeting based on your plans and testimony, staff reports and public comments at hearing. Said hearing was held and closed and the following decision rendered on this date. In attendance were Mr. Fleming, Mr. Indeglia, Mr. Hodnett and Mr. Glazer.

Upon motion by Mr. Glazer, seconded by Mr. Indeglia, the Planning Board voted to find the application complete and in conformance with the comprehensive plan of the Town.

Upon motion by Mr. Glazer, seconded Mr. Indeglia, the Planning Board voted unanimously to accept findings of fact numbered 1 through 7 as their own from the staff's report dated March 14, 2013 pursuant to the Narragansett Subdivision Land Development Regulations. Additionally, the Board acknowledged the applicants intention to reduce the carriage house located in the rear of the property from two dwelling units to one dwelling unit. The Board further noted the need for dimensional relief through the Zoning Board of Review to allow both residential structures to remain on lots that will be substandard to area and setback.

Upon further motion by Mr. Glazer, seconded by Mr. Hodnett, the Planning Board voted unanimously to APPROVE this master plan subdivision entitled **Murphy Major Subdivision - Master Plan**, subject to the following conditions:

1. That the applicant receive all necessary variances and special use permits from the Zoning Board of Review prior to final plat application.
2. That the final plat be recorded with a note prohibiting further subdivision and/or development of either property. Nominal renovations required over time that do not expand the number of bedrooms or total dwelling units in place as of this date may be authorized by the Building Official.
3. That the applicant make arrangements to separate the sewer laterals serving the two residences onsite and amend the subdivision plan to 

illustrate their designed location. Said lateral shall be installed within 90 days of approval of the final subdivision.

4. That the carriage house be reduced from two dwelling units to one dwelling unit.
5. That Final Plat review be designated for administrative approval by the administrative officer.

Motion passes 4-0

Ayes: Mr. Glazer, Mr. Fleming, Mr. Indeglia, Mr. Hodnett. Nays: none, Absent: Dr. O'Neill

Michael J. DeLuca, AICP
Community Development Director

cc: Atty. James V. Aukerman

**TOWN OF NARRAGANSETT
INTER OFFICE MEMORANDUM**

To: Mark A. McSally
Town Solicitor

Date: August 1, 2013

From: Jeffry Ceasrine, P.E.
Town Engineer

Subject: Martha Watson Murphy
Subdivision Plat E, Lots 23, 24

Per your letter of July 24, 2013, we have reviewed the issue of potentially granting an easement or license fee to the referenced applicant to satisfy the existing encroachment. Basically, the house (which has existing for many years) is on the edge of the right-of-way line on both "faces" of Perkins Avenue, and there are several encroachments (bulk head doors, covered entry step and walk, etc.). Perkins Avenue is a paved Town road, but none of the encroachments project out beyond the curb line, nor do they materially interfere with any established pedestrian way. As such, we offer no object to the granting of some form of easement or right-of-way use license. As a suggestion, you could describe the encroachments as those features identified on the survey by Carrigan Engineering as being attached to the house and extending out beyond the right-of-way, and record that plan with the easement. I have reviewed this with Dave Ousterhout, Director of Public Works, and with Chief Hoxsie, and we are in agreement that there are no significant traffic or parking issues here.

Please advise if you need me to do anything further in this matter.

JC
705-M-024-13

EASEMENT

KNOW ALL MEN BY THESE PRESENTS that the Town of Narragansett, a municipal corporation organized and existing pursuant to the laws of the State of Rhode Island, in consideration of the sum of One Dollar (\$1.00) and for other good and valuable consideration paid, does hereby grant to Martha Murphy of Narragansett, Rhode Island, a revocable easement over the land described in the attached Exhibit A, which is incorporated herein by reference. The purpose of the easement is to authorize and permit existing encroachments onto property owned by the Town of Narragansett to remain subject to the terms and conditions of this easement.

The easement granted herein is subject to the following express conditions:

1. That the easement area described in the attached Exhibit A shall only be used for the purpose of the presently existing encroachments onto the Town property. No further modifications, construction, alterations, or additions of any kind shall be permitted without the written consent of the Town of Narragansett.

2. That the Town of Narragansett retains the express right to use the easement area for utility purposes including but not limited to the installation and maintenance of water lines, sewer lines, and electric lines.

3. That the Town of Narragansett expressly retains the right to revoke this easement, upon 30 days' written notice to the holder, and to require the holder of the easement to remove all encroachments, structures, or other construction in the easement area.

Witness my hand this day of , 2013.

Town of Narragansett

By: _____

STATE OF RHODE ISLAND
COUNTY OF WASHINGTON

In Narragansett on the day of , 2013, before me personally appeared , to me known and known by me to be the party executing the foregoing document on behalf of the Town of Narragansett, and he acknowledged said instrument, by him executed, to be his free act and deed and the free act and deed of the Town of Narragansett.

Notary Public

Exhibit A

That certain tract or parcel of land with all buildings and improvements thereon, situated in the Town of Narragansett, County of Washington, State of Rhode Island and Providence Plantations, bounded and described as follows:

Encroachments 1 & 2:

Beginning at a point at the southeasterly intersection of Perkins Avenue Road thence proceeding S57°45'42"E a distance of nineteen and 7/10 (19.7'±) feet more or less to the point of beginning said point also being the south westerly corner of the herein described encroachment, said course bounded northerly by said Perkins Avenue;

Thence N32°21'37"E a distance of two and 6/10 (2.6'±) feet more or less to a point;

Thence S57°38'23"E a distance of one and 6/10 (1.6'±) feet more or less to a point;

Thence N32°21'37"E a distance of one and 5/10 (1.5'±) feet more or less to a point;

Thence S57°38'23"E a distance of zero and 4/10 (0.4'±) feet more or less to a point;

Thence N32°21'37"E a distance of two and 0/10 (2.0'±) feet more or less to a point;

Thence S57°38'23"E a distance of three and 0/10 (3.0'±) feet more or less to a point;

Thence S32°21'37"W a distance of two and 0/10 (2.0'±) feet more or less to a point;

Thence S57°38'23"E a distance of zero and 4/10 (0.4'±) feet more or less to a point;

Thence S32°21'37"W a distance of one and 5/10 (1.5'±) feet more or less to a point;

Thence S57°38'23"E a distance of one and 6/10 (1.6'±) feet more or less to a point;

Thence S32°21'37"W a distance of two and 6/10 (2.6'±) feet more or less to a point, said last eleven courses meaning and intending to describe that portion of encroachment identified as "Covered Entry, Step & Walk encroach into R.O.W. Area = 30s.f.±" as identified on the below referenced plan;

Thence S57°45'42"E a distance of eight and 5/10 (8.5'±) feet more or less to a point;

Thence N32°21'37"E a distance of two and 5/10 (2.5'±) feet more or less to a point;

Thence S57°38'23"E a distance of four and 5/10 (4.5'±) feet more or less to a point;

Thence S32°21'37"W a distance of two and 5/10 (2.5'±) feet more or less to a point, said last three courses meaning and intending to describe that portion of encroachment identified as "Bulkhead Entry encroach into R.O.W. Area = 11s.f.±" as identified on the below referenced plan;

Thence N57°45'42"W a distance of twenty and 0/10 (20.0'±) feet more or less to the point of beginning;

Meaning and intending to describe those two above areas on encroachment as depicted on that survey plan entitled "Final Murphy Major Subdivision, Assessor's Plat "E", Lots 23 & 24, 43 South Pier Road, Narragansett, Rhode Island, Prepared for: Kevin & Martha Murphy, Scale 1"=20' Dated 8-29-12, Prepared by Carrigan Engineering, Inc.

Encroachment 3:

Beginning at a point at the southeasterly intersection of Perkins Avenue thence proceeding S32°12'51"W a distance of fifteen and 8/10 (15.8±) feet more or less to the point of beginning said point also being the northeasterly corner of the herein described encroachment, said course bounded westerly by said Perkins Avenue;

Thence S32°12'51"W a distance of seven and 9/10 (7.9'±) feet more or less;

Thence N58°55'25"W a distance of two and 1/10 (2.1'±) feet more or less;

Thence N31°04'35"E a distance of seven and 9/10 (7.9'±) feet more or less;

Thence S58°55'25"E a distance of two and 2/10 (2.2'±) feet more or less to the point of beginning, said last three courses bounded southerly, westerly and northerly by said Perkins Avenue;

Meaning and intending to describe that area depicted as "Stamped Concrete Encroaches into R.O.W. Area=17 s.f.±" on that survey plan entitled "Final Murphy Major Subdivision, Assessor's Plat "E", Lots 23 & 24, 43 South Pier Road, Narragansett, Rhode Island, Prepared for: Kevin & Martha Murphy, Scale 1"=20' Dated 8-29-12, Prepared by Carrigan Engineering, Inc.

JAMES V. AUKERMAN & ASSOCIATES, LLC

Counsellor at Law

60 South County Commons Way, Suite G-4
Wakefield, Rhode Island 02879-2299

401. 788-9080 Tel.
401. 788-9084 Fax

GEORGE C. WHALEY JR.
Associate Attorney

gcw@aukermanlaw.com

January 6, 2014

Attorney Mark McSally, Narragansett Town Solicitor
Kelly, Kelleher, Reilly & Simpson
28 Caswell Street
Narragansett, RI 02882

Re: Martha Watson Murphy/ Lots 23 & 24 South Pier Rd, Narragansett
Major Subdivision Site Plan Dated 8-29-12
Our File No.: 2466B

Dear Mark:

As requested, please find enclosed an 8.5x11 paper copy of the site plan for the proposed subdivision of Martha Watson Murphy's property in Narragansett, RI. Please proceed to have the matter placed on an upcoming Town Council agenda for consideration. If you have any questions or concerns, please do not hesitate to contact us. Thank you for your time and attention to this matter.

Very truly yours,



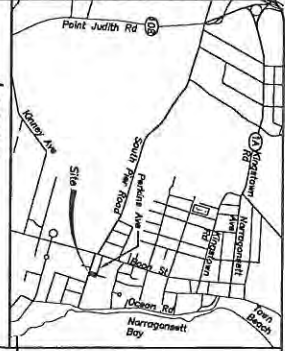
George C. Whaley Jr.

GCW:
Enclosure

1/7/14

Notes:

Locus:
Scale: 1" = 2,000' ±



- 1.) The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no warranty as to the accuracy of the location of the utilities. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does verify that they are located as accurately as possible under the circumstances. The surveyor has not directly located the underground utilities from content DISCITE prior to construction @ 1-800-344-7233.
- 2.) Project site is located within zone X (Areas determined to be outside the 0.25 annual chance floodplain) as shown on the Flood Insurance Rate Map for Washington County, Rhode Island, Flood Insurance Study No. 4408C0212N1 having an effective date of October 18, 2010.

References:

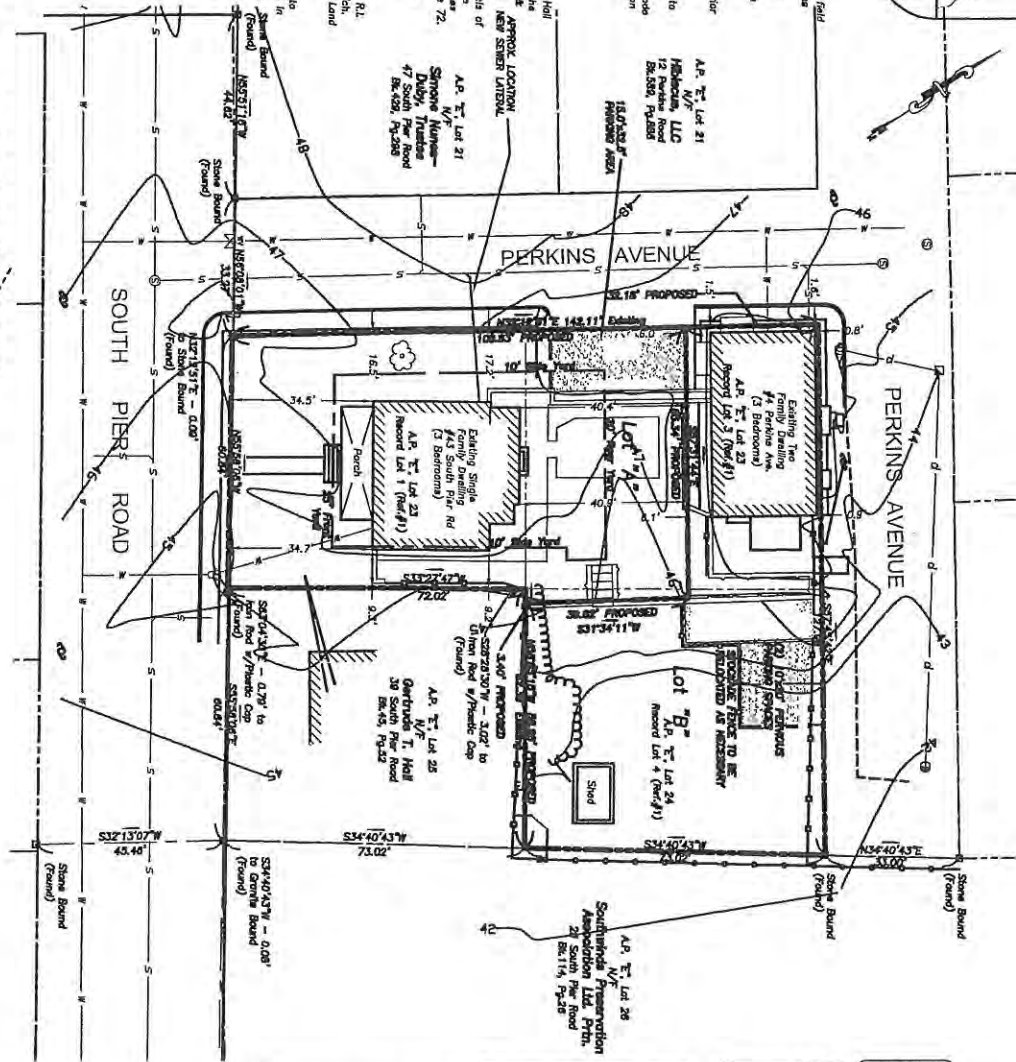
- 1.) Plat of Land at Narragansett Pier, RI belonging to D.B. Hall Surveyed by G.T. Langley, Surveyor August 1890 on file in the Narragansett Land Records Book 1 between pages 428 & 429.
- 2.) Corrective Plat for an Administrative Subdivision for Purposes of Land Belonging to James W. & Susan C. Blockley & Successors on file in the Narragansett Land Records Book 11, Page 72.
- 3.) Map of South Pier Road in the District of Narragansett, Rhode Island & Singleplotted Dec. 5, 1993 on file in the Narragansett Land Records Book 1, page 31.
- 4.) Land of Narragansett Pier in the Town of Narragansett, RI, 1908 T.O. Hazard, Jr. Survey on file in the Narragansett Land Records Book 5, Page 250.
- 5.) District of Narragansett New Highway from Boat Street to Narragansett Pier, RI, 1908 T.O. Hazard, Jr. Survey on file in the Narragansett Land Records Book 1, Page 24.

Certification:

This Survey and Plan conforms to the following class standard as adopted by the Rhode Island Board of Registration for Professional Land Surveyors.

Boundary Survey - Class I

By: **Professional Land Surveyor** Reg. No. **1956** Date



Street Index

South Pier Road
Perkins Avenue

Owner / Applicant

Martha Murphy
43 South Pier Road
Narragansett, RI 02882

Parcel Data

Existing Area of Lots 23 & 24
13,505 s.f. or 0.31 ac. or 18%

PROPOSED LOT "A"
6,980 s.f. or 0.16 Acrest
Building Coverage: 1,210 s.f. or 17%

PROPOSED LOT "B"
6,925 s.f. or 0.16 Acrest
Building Coverage: 1,231 s.f. or 18%

Zoning Data

R-10 Zone
Min. Frontage/Width: 100'
Min. Lot Size: 10,000 s.f.
Max. Building Coverage: 25%
Min. Front Yard: 25'
Min. Side Yard: 10'
Min. Rear Yard: 20'
Max. Bldg. Height: 35'
* Please refer to Ordinance for additional information.

REGISTRATIONS:

JOB NO.031226

TITLE: FINAL MURPHY MAJOR SUBDIVISION

ASSESSOR'S PLAT "E" LOTS 23 & 24
43 SOUTH PIER ROAD
NARRAGANSETT, RHODE ISLAND
PREPARED FOR: KEVIN & MARTHA MURPHY

SCALE: 1"=20' DATE: 8-29-12 SHEET 1 OF 1

CARRIGAN ENGINEERING, INC.

CIVIL AND ENVIRONMENTAL ENGINEERING
140 POINT JUDITH ROAD
UNIT #3 MARINER SQUARE
NARRAGANSETT, R.I. 02882
PHONE: (401) 789-6865
FAX: (401) 789-2053

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 11
Amend No. _____

Date Prepared: January 28, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan Town Manager

FROM: Anne M. Irons, CMC - Town Clerk

SUBJECT: Request to Transport an Existing Home from 33 Stanton Avenue
to 7 Oak Avenue Narragansett

RECOMMENDATION:

That the Town Council grant permission to Henri and Elizabeth Cournoyer and Kettelle Building Movers to move an existing home over the streets of Narragansett from 33 Stanton Avenue to 7 Oak Avenue during the period of the month February, 2014, subject to local and state regulations.

SUMMARY:

Property Owners Henri and Elizabeth Cournoyer and Kettelle Building Movers are seeking permission that an existing home located at 33 Stanton Avenue be transported to property located at 7 Oak Avenue in Narragansett.

ATTACHMENTS:

1. Letter from Henir & Elizabeth Cournoyer
2. Letter from Building Official

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

Henri & Elizabeth Cournoyer

14 Denault Drive
Bellingham, MA 02019
(508) 868-4505

January 28, 2013

Ms. Anne M. Irons, Town Clerk
Town of Narragansett
25 Fifth Avenue
Narragansett, RI 02882

Dear Ms. Irons:

Please accept this letter as our request to be placed on the agenda for the February 3, 2014 Town Council meeting. We are requesting approval to relocate the dwelling presently located at 33 Stanton Avenue to our parcel located at 7 Oak Avenue. The current owners of 33 Stanton Avenue intend to demolish the existing dwelling to make way for a new home and they intend to start construction in late February.

We have met with Tony Santilli and have provided him with details relative to the code qualities of 33 Stanton Avenue. We have also provided an engineered site plan and have received approvals from the Engineering Department. The proposed dwelling meets current zoning setbacks. Our existing structure will be dismantled, repurposed and demolished.

If the Council approves our request, the house will be moved the week of February 17th, 2014. Kettelle Building Movers will be our contractor. The route of the move is approximately 120 feet. The house will be moved off Stanton, down to Oak and backed in to our site. Verizon, National Grid and Cox are all on board and we have been given assurances by the utility folks that they will all be available during this span of time. We have also been in touch with many of our neighbors and everyone is enthusiastic in their support of this mission—although most of our neighbors are seasonal folks. Disruption will be minimal as there are only 3 sets of wires involved and we are situated perfectly for the potential move.

Please let me know if you need any additional information. I apologize for the late submission, but we thought we were already on the agenda. We also appreciate this consideration because timing is everything---and our window of opportunity to make 33 Stanton Avenue our home is becoming quite narrow as the wrecking ball is looming in the distant future. Thank you for your consideration.

Sincerely,

Henri & Elizabeth Cournoyer



TOWN OF NARRAGANSETT
25 Fifth Avenue Narragansett, RI 02882
Tel. (401)782-0619 Fax (401)782-0620

DEPARTMENT OF BUILDING INSPECTION

January 16, 2014

Henri & Elizabeth Cournoyer
7 Oak Avenue
Narragansett, RI 02882

Single Family Dwelling Relocation

SUBJECT: Plat: N Lot: 46

Please be advised that this office has reviewed your request to relocate the dwelling from 33 Stanton Avenue to 7 Oak Avenue. The following items must be addressed prior to relocating this dwelling to Plat N Lot 46:

1. Under RI State Building Code Section 23-27.3-116.4 no building shall be moved to another location until the owners of the building submit a letter to the Building Official that the building will conform to the new building code (IRC 2013).
2. The existing building must conform to 120 mph winds and impact glass under the IRC 2013.
3. The existing dwelling must conform to the plumbing, mechanical, electrical and energy codes for 2013.
4. An engineer or architect must retro fit the building to comply with all 2013 codes. Please have your licensed professional submit a detailed drawing to this office for review.
5. The building must conform to flood zone regulations and of Chapter 731 Zoning (setbacks, height, lot coverage).
6. Town Council approval is required for transport of the building over Town roads.
7. A moving permit will be required by this office. (Utility disconnects, water, gas, sewer, asbestos, etc.)
8. The single family dwelling on 7 Oak Avenue must be demolished prior to the structure relocation.

If you have any further questions, please contact this office at 782-0619.

Respectfully,

Anthony L. Santilli, Jr., Building Official
Department of Building Inspections
ALS/cld

TOWN OF NARRAGANSETT
INTER OFFICE MEMORANDUM
Department of Building Inspections

=====

To: Pamela Nolan, Town Manager Date: January 16, 2014

From: Anthony L. Santilli, Jr. Re: Relocation of house from
 Building Official 33 Stanton Avenue to
 7 Oak Avenue

=====

Please be advised that I have consulted with the Cournoyers regarding their property located at 7 Oak Avenue. The Cournoyers would like to demolish their dwelling and relocate the single family dwelling from 33 Stanton Avenue to 7 Oak Avenue. This location is approximately 200 feet from 33 Stanton Avenue. I would request that the Town Council approve the transport of the single family dwelling from 33 Stanton Avenue to 7 Oak Avenue subject to approvals from this office. This is a time sensitive project because the owners of 33 Stanton Avenue want to demolish and rebuild a new single family dwelling. Please refer to the letter attached dated January 16, 2014. This relocation is subject to approvals from this office and National Grid relocating wires for this project to proceed.

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: _____12_____

Amend No. _____

Date Prepared: January 16, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager
FROM: Dean Hoxsie, Police Chief
PREPARED BY: Susan W. Gallagher, Purchasing Agent
SUBJECT: Purchase of one 2014 Ford Fusion

RECOMMENDATION:

That the Town Council approves the purchase of one new 2014 Ford Fusion from MHQ Municipal Vehicles, in the amount of \$21,286.00.

SUMMARY:

This 2014 Ford Fusion S 4-cyl front wheel drive unmarked administrative vehicle will be used by the Police Department. At present, the Police Department (PD) has submitted a request through the capital improvement fund for Fiscal Year 14-15. PD has requested the purchase of two administrative vehicles at the estimated cost of \$60,000.00. Recently, we received a deposit from Federal Forfeiture for approximately \$32,000.00. This money has very specific guidelines determining how and what it can be used for. In an effort to help reduce our capital requests for the next fiscal year, we request that Town Council authorizes the use of funds from the forfeiture account. This will reduce the request to less than \$30,000.00 for the coming year and allow us to replace a ten (10) year old Ford Taurus now.

The Town will be purchasing these vehicles under the Greater Boston Police Council (GBPC) contract that is administered and competitively bid by the Metropolitan Area Planning Council Cooperative (MAPCC). This competitive bid and award was executed by the MAPCC under the Massachusetts General Laws. The Town joined the GPBC to take advantage of these competitive bids with large-volume buying power.

The funding is available from Federal Forfeiture Funds received from recent narcotics seizure and arrests, in the Federal Forfeiture Account, 43-869-0609, Equipment.

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

ATTACHMENTS:

1. Quote from MHQ Municipal Vehicles, dated January 15, 2014.



January 15, 2014

Lt. Kyle rekas
Narragansett RI Police Department

401-261-7301
krekas@narragansetttri.gov

Dear Lieutenant,

Please find below a quote for **Naragansett Police** per the Greater Boston Police Cooperative Procurement Contract.

M.G.L. c.30B applies to the procurement of all commodities quoted. Greater Boston contract items have been collectively purchased pursuant to M.G.L. c.30B sec. 1c and M.G.L. c.7 sec. 22B. The governmental body is responsible to determine the applicability of M.G.L. c.30B to off contract items, including, but not limited to off contract items that have already been properly procured under M.G.L. c.30B sec. 1c and M.G.L. c.7 sec. 22A (purchases from a vendor on a contract with the Commonwealth), other contracts procured under M.G.L. c.30B sec 1c and M.G.L. c.7 sec. 22B, or any M.G.L. c. 30B contract between the vendor and the jurisdiction. All off contract items must be procured under M.G.L. c. 30B.

2014 Ford Fusion S 4 cyl front wheel drive Colors TBD	\$ 16,864.00
SE model upgrade	\$ 1,695.00
1.6L EcoBoost engine	\$ 747.00
Transfer two way police radio (2 piece remote mount preferred due to space limitation)	\$ 150.00
(2) red/blue split LED ION grille lights	\$ 365.00
(2) Red/blue split LED IONS on rear deck	\$ 365.00
(4) LED hideaway: clear in front corners, red/blue split in rear - surface mounted	\$ 475.00
Undercover remote siren: wail & yelp, no PA	\$ 195.00
100w siren speaker behind grille	\$ 180.00
Flat lighter LED light on passenger visor	\$ 250.00
Contract Total:	\$ 21,286.00

This would be an ordered unit and would take approximately 8 weeks to arrive at MHQ. The current GBPC contract expires March 31, 2014 and we do not have pricing for FY 2015 at this time. For budgeting purposes, we recommend to add 5% to the base price of the vehicle to cover any unexpected price increase by the manufacturer for any purchases after July 1.

Sincerely,

Steve Spokowski
Fleet Account Manager
Interceptor & Car Sales

direct phone: 508-573-2628 email: sspokowski@mhq.com

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 13

Amend No. _____

Date Prepared: January 22, 2014
Council Meeting Date: February 3, 2014

TO: Pamela Nolan, Town Manager

FROM: Michael J. DeLuca, Community Development Director

SUBJECT: Request from Monahan's Holdings LLC for Change of Zoning Text in Waterfront Business Zone – First Reading

RECOMMENDATION:

That the Town Council INTRODUCE, READ, PASS AND ACCEPT as a First Reading an Amendment of the Zoning Ordinance, Section 6, TABLE OF USE REGULATIONS to provide that Use 5817 "Expansion of legally nonconforming full service restaurant to allow sale of beer and wine only, be a use allowed by special use permit in the B-C waterfront business zone.

SUMMARY:

Currently the town's zoning ordinance in the Table of Use Regulation 6.1, Use Code 5817 prohibits the expansion of a legally non-conforming full service restaurant to allow the sale of beer and wine in a B-C waterfront business zone. This amendment request is to allow the sale of beer and wine in a B-C zone with a special use permit.

Public hearing on this matter was held on January 21, 2014 at which time the Town Council rendered a decision approving the request by a vote of 5-0.

ATTACHMENT:

1: Text of Ordinance

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

TOWN OF NARRAGANSETT

CHAPTER

AN ORDINANCE IN AMENDMENT OF CHAPTER 731 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED “ZONING”

It is ordained by the Town Council of the Town of Narragansett as follows:

Section 1: The Table of Use Regulations in Section 6 of Chapter 731 of the Code of Ordinances of the Town of Narragansett, entitled “An Ordinance in Relation to Zoning” is hereby amended on the line designated Code 5817 – entitled “Expansion of Legally non-conforming full service restaurant to allow sale of beer and wine only” to read as follows:

<i>R-80</i>	<i>R-40</i>	<i>R-20</i>	<i>R-10</i>	<i>R-10A</i>	<i>BA</i>	<i>BB</i>	<i>BC</i>	<i>IA</i>	<i>IB</i>	<i>P</i>
<i>X</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>X</i>	<i>S</i>	<i>X</i>

Section 2: This ordinance shall take effect upon its final passage, and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

First reading, read and passed in the Town Council meeting legally assembled the ____ day of _____, 2014.

Second reading, read and passed in the Town Council meeting legally assembled the ____ day of _____, 2014.

ATTEST:

Anne M. Irons, Town Clerk

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 14

Amend No. _____

Date Prepared: January 27, 2014
Council Meeting Date: February 3, 2014

TO: Honorable Town Council
FROM: Pamela T. Nolan, Town Manager
SUBJECT: Traffic Control Devices Ordinance

RECOMMENDATION:

A MOTION to INTRODUCE, READ, PASS AND ACCEPT as a First Reading "An Ordinance in Amendment of Chapter 10, Article III of the Code of Ordinances of the Town of Narragansett, Rhode Island, entitled "Traffic Control Devices".

SUMMARY:

The aforementioned changes create a local ordinance which define traffic control devices, creates authority for their use and provides penalties for interfering with them. During a post Hurricane Sandy meeting, Chief Hoxsie, David Ousterhout, and Jeff Ceasrine identified the need for a local ordinance regarding traffic control devices to resolve various problems that had to be dealt with during recent major storm events. The proposed ordinance was drafted to resolve those issues.

ATTACHMENTS:

Proposed changes – Article III, Chapter 22

TOWN CLERK USE ONLY:

☐ Consent Agenda
☐ Carry Over to Date: _____
☐ Approved
☐ Unfinished Business (Date heard previous: _____)
☐ New Business
☐ Public Hearing – No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

JAMES H. REILLY
TERRENCE G. SIMPSON
DONALD J. MARONEY
ROBERT J. DONNELLY
PETER F. MATHIEU
GEORGE P. MICROULIS

MARK A. McSALLY
OF COUNSEL

EDMUND J. KELLY
(1926-1993)
FRANCIS A. KELLEHER
(1944-1983)

NARRAGANSETT OFFICE
PIER PROFESSIONAL TOWERS
28 CASWELL STREET
NARRAGANSETT, RHODE ISLAND 02882
(401) 789-7800 FAX (401) 789-6990
E-mail: info@kkr.com

PROVIDENCE OFFICE
THE FRANCIS BUILDING
146 WESTMINSTER STREET
SUITE 500
PROVIDENCE, RI 02903
TEL (401) 272-1312
FAX (401) 331-9397

KELLY, KELLEHER, REILLY & SIMPSON

Attorneys at Law

January 14, 2014

JAN 15 '14 AM 11:57
Mrs. Pamela Nolan, Town Manager
Narragansett Town Hall
25 Fifth Avenue
Narragansett, RI 02882

Re: Traffic Control Ordinance

Dear Pam:

Since there are no further comments on this Ordinance, I believe it is probably in order for consideration by the Town Council. Assuming I am correct, I am enclosing a version which can be included on a Town Council agenda if you choose to proceed with this matter.

If you have any questions, please feel free to contact me.

Very truly yours,



Mark A. McSally

MAM:jm
Enclosure

TOWN OF NARRAGANSETT

CHAPTER

AN ORDINANCE IN AMENDMENT OF CHAPTER 10 OF THE CODE OF ORDINANCES OF THE TOWN OF NARRAGANSETT, RHODE ISLAND, ENTITLED "TRAFFIC CONTROL DEVICES"

It is ordained by the Town Council of the Town of Narragansett as follows:

Section 1: Section _____ of the Code of Ordinances of the Town of Narragansett entitled "Traffic Control Devices" is hereby amended to read as follows:

Obedience to Traffic Control Devices

- (a) No pedestrian or driver of a vehicle shall disobey the instructions of any traffic control device placed in accordance with the provisions of this chapter unless otherwise directed by a police officer.
- (b) No provision of this chapter for which signs are required may be enforced if at the time and place of the alleged violation an official sign is not in approximately proper position and sufficiently legible to be seen by an ordinarily observant person.
- (c) Whenever official traffic control devices are placed in positions approximately conforming to this chapter, the devices are presumed to have been placed by the official act or direction of lawful authority, unless the contrary is established by competent evidence.
- (d) Any person violating any of the provisions of this chapter shall be guilty of an offense and shall be punishable by a penalty not to exceed \$500.

Interference With Traffic Control Devices

No person shall alter, deface, injure, damage, destroy, relocate, move, or remove any official traffic control device at any time. No unauthorized vehicle shall park in front of or otherwise impede official access to a barricade, barrier, or other traffic control device.

Unauthorized Signs, Signals, or Markings

No person shall place, maintain, or display upon or in view of any person upon any sign, signal, marking, or device which purports to be or is an imitation of or resembles an official parking sign, or traffic control device or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic control device if such sign, signal, marking, or device has not been authorized by the Town Council. All such unauthorized traffic control devices, signs, signals, or markings are declared to be a public nuisance, and the Director of Public Works or the Director's designee is hereby empowered to remove the same or cause it to be removed without notice.

Emergency Traffic Control Devices

The Town Manager or his designee, in the case of an emergency, when in his/her opinion it is necessary to protect the public health, safety, or welfare, may erect or install or cause to be erected or installed traffic control devices which he/she deems necessary in order to control traffic during the emergency. The traffic control devices authorized by this section shall include the right to close or limit access to public highways within the Town of Narragansett during the emergency.

Section 2 This ordinance shall take effect upon its passage, and all other ordinances or parts of ordinances inconsistent herewith are hereby repealed.

First reading read and passed in the Town Council meeting legally assembled the _____ day of _____, 2014.

Second reading read and passed in the Town Council meeting legally assembled the _____ day of _____, 2014.

ATTEST:

Anne M. Irons, Town Clerk

**TOWN OF NARRAGANSETT
COUNCIL COMMUNICATION**

CC: 15
Amend No. _____

Date Prepared: January 27, 2014
Council Meeting Date: February 3, 2014

TO: Pamela T. Nolan, Town Manager
FROM: Anne M. Irons, CMC -Town Clerk
SUBJECT: Economic Development Committee

RECOMMENDATION:

That the Town Council appoint an individual to the Economic Development Committee for a Three year term which will expire on December 1, 2016.

SUMMARY:

The Economic Development Committee has a seat available for appointment as Mr. Lawrence A. Vranka Jr. had requested not to be reappointed. The following indicates the original board appointment date and expiration date of his appointment. An application has been received from Vincent Flynn.

<u>Name</u>	<u>Appointed</u>	<u>Expiration Date</u>
Lawrence A. Vranka, Jr.	05/21/2012	12/01/2013

Attached are the Town Council Rules for Commission, Committee and Board Appointments. According to the Council rules, no person shall be appointed to serve concurrently on more than one commission, committee or board created by the Town Council, with the exception of ad hoc commissions, committees or boards, or dual appointments required by charter, ordinance or resolution.

Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.

ATTACHMENTS:

1. Council Rules for Commission, Committee and Board Appointments

TOWN CLERK USE ONLY:

- ☐ Consent Agenda
- ☐ Carry Over to Date: _____
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TOWN OF NARRAGANSETT

Town Hall • 25 Fifth Avenue • Narragansett, RI 02882
Tel. (401)789-1044 Fax (401)783-9637

Town Clerk's Office
www.narragansettri.gov

TOWN OF NARRAGANSETT

RULES FOR COMMISSION, COMMITTEE AND BOARD APPOINTMENTS

I. SELECTION PROCESS OF MEMBERS

1. As authorized by the Town Council, the Town Clerk shall advertise once a year in a local newspaper, the commissions, committees, and boards that will have upcoming appointments. When a vacancy occurs it will be placed on the Town's website.
2. Upon receipt of an application, the Town Clerk shall date stamp it and retain the original.
3. The application shall remain on file for a period of two (2) years from the date received. The Town Clerk will contact applicant after the two year period to seek availability and interest. The Town Clerk will forward all applications on file for an open board when a vacancy becomes available on that particular committee, commission or board to the Town Council and to the Town Manager.
4. All new vacancies on the Planning or Zoning Boards will require that the Town Council interview those candidates.
5. The Town Council motion to appoint a candidate to a particular committee, commission or board, shall have the names of each applicant candidate listed on the summary.
6. A written staff recommendation may be submitted to the council through the Town Manager.

7. All applications received shall be available for public review to the extent under law, in the office of the Town Clerk.
8. The mission for each board, commission or committee shall be available in the office of the Town Clerk and on the town's website.

II. REQUIREMENT FOR MEMBERSHIP

1. Applications for the various commissions, committees and boards shall be available in the Town Clerk's Office or on the Town's website.
2. Applications shall be completed and submitted to the Town Clerk no later than the advertised filing date also unless otherwise approved by the unanimous consent of the council only applications received before the scheduled appointment date shall be considered for appointment.
3. The Town Clerk shall notify individuals whose terms are about to expire by letter, to determine if that individual wishes to be considered for reappointment. Members are reappointed at the discretion of the Town Council.
4. Individuals wishing to be considered for reappointment shall notify the Town Clerk prior to the expiration of the date in the letter sent to them.
5. The chairperson of each commission, committee or board shall submit an *Annual Report* including an attendance record, to the Town Clerk, for those individuals wishing to be considered for reappointment.
6. No person shall be appointed to serve concurrently on more than one commission, committee, or board created by the Town Council, with the exception of AdHoc commissions, committees or boards, or dual appointments required by Charter, Ordinance or Resolution. Dual office may be permitted if all applications on file are given appropriate consideration before a person is appointed to a second board or committee and the appointment will not violate the town charter.
7. Any appointee who is absent without cause for three (3) consecutive meetings may be subject to removal by the Town Council.
8. When any member of a commission, committee or board is absent for (3) consecutive meetings, the Chairperson shall notify the Town Clerk, who shall in turn notify the Town Council for direction. Should the Chairperson recognize any other attendance deficiencies, the Town Clerk shall be notified, who shall in turn notify the Town Council for direction.

9. The applicant shall comply with all State Laws and Regulations, as well as Ethics Commission requirements for appointees.

III. APPOINTMENT REVIEW PROCESS

1. The Town Council shall review each application and may invite specific candidates to an interview with the Council prior to a regularly scheduled meeting or work session. Candidates interviewed by the Town Council will be sent a letter of appreciation by the Town Clerk.
2. When making a nomination, the Council member making the recommendation will verbally outline reasons for the nomination.

Adopted February 1, 2010

Amended 11-15-10

Amended 11-18-13